



2018-09-19

## Information on personal data processing – members

The association Sörmlandsleden processes personal data in accordance with Swedish law and the EU Data Protection Regulation (GDPR). When your personal data is registered or in other ways processed you have the right to certain information, which we hereby provide.

Sörmlandsleden is the controller for the processing of your personal data. You can always get in touch with Sörmlandsleden by contacting us at [kansliet@sormlandsleden.se](mailto:kansliet@sormlandsleden.se) or phone +46(0)155-35564. Membership in Sörmlandsleden is voluntary and you are not obliged to provide personal data, although Sörmlandsleden needs some data in order to manage your membership.

As a member, your personal data will be saved and processed for certain special purposes. We process your name, address, date of registering, membership number, gender, e-mail address and certain invoice details. The personal data processing carried out in connection with your membership of Sörmlandsleden is legal since it is necessary for the fulfilment of the membership terms, and because Sörmlandsleden has a legitimate interest in processing your personal data for the purposes below.

We do not process any data that is considered as sensitive, e.g. personal data relating to health.

The purposes for which we process your personal data are to maintain good record keeping, take care of membership administration, send out news to members, and marketing. We may also process your personal data for statistical purposes. Should we require your personal identification number, e.g. to pay remuneration and/or travel expenses, we will ask you in person for your ID number since we are obliged to submit an income statement to the Swedish Tax Agency. Your personal data will by necessity be processed in the Sörmlandsleden IT system. The system is administered by Föreningssupport in Söderhamn.

Your personal data (name and address) may also be shared with other selected companies and organisations that Sörmlandsleden cooperates with, for necessary processing on behalf of Sörmlandsleden. We may, for example, share your address details with our printers in connection with the printing of our membership magazine "Hänt på Leden". In all the processing of your personal data we ensure the appropriate security and confidentiality.

## **Storage time**

Sörmlandsleden processes your personal data for as long as you remain a member. No later than eight months after your membership has ceased, your personal data will be erased.

Sörmlandsleden will only continue to store the data if it is necessary for compliance with a legal obligation.

## **Your rights**

You have the right to know how your personal data is processed. This means that you can request access to certain information about the processing. You also have the right to request that your personal data is corrected if it is incorrect, limit unnecessary processing, demand that data that has been unduly processed is erased and that personal data is transferred from our system to another controller, so called data portability.

A request for any of the above can be sent to [kansliet@sormlandsleden.se](mailto:kansliet@sormlandsleden.se). You also have the right to complain about the processing of your information to the Swedish Data Protection Authority/Privacy Protection Authority, but naturally we hope that you will turn to us in the first place for questions and requests about our personal data processing.

By applying for membership in Sörmlandsleden you confirm that you have received this information about our personal data processing.

If you no longer wish to receive marketing information from us, contact us at any time at [kansliet@sormlandsleden.se](mailto:kansliet@sormlandsleden.se) and ask to be deleted from the mailing list.