



**Nederlandse Vereniging voor Ruimtevaart**

Kapteynstraat 1, 2201 BB Noordwijk

E-mail: [info@ruimtevaart-nvr.nl](mailto:info@ruimtevaart-nvr.nl)

Internet: [www.ruimtevaart-nvr.nl](http://www.ruimtevaart-nvr.nl)

## Privacy policy

Approved after the NVR Board meeting on 4 December 2023 (valid from 10 January 2024)

This privacy policy applies to the members of the Netherlands Space Society (NVR), located at Kapteynstraat 1, 2201 BB in Noordwijk. The society can be reached by email at [info@ruimtevaart-nvr.nl](mailto:info@ruimtevaart-nvr.nl). For questions and/or comments regarding this privacy policy please contact our data protection officer at [secretariaat@ruimtevaart-nvr.nl](mailto:secretariaat@ruimtevaart-nvr.nl).

### **Principle of data processing**

As you register as a new member of the Netherlands Space Society, you agree to the processing of your personal data. These are the personal data that you fill in yourself to complete the registration. We process these data under the principle of the General Data Protection Regulation as follows: "The processing is necessary to implement an agreement with the person involved". This means that you, the person involved, can't become a member of our society unless you fill out all the required fields on our website, marked with an asterisk. The following principle also applies: "The person involved has given permission for the processing". You give permission by ticking the appropriate check box before sending your membership application.

### **Purposes of data processing**

Your data will be processed in our member administration. The membership administration data is only accessible to the president, the treasurer, the office manager, and the administrator of the website of the society. Your name and address will be used for sending the society's magazine, Ruimtevaart. In this case your data will be shared with the printing company that is responsible for the magazine. The printing company takes care of the shipment. Your e-mail address will be used for sending newsletters and mailings, in which we keep you informed of the activities of our society. When compiling statistical tables in our annual reports, your data will be used anonymously.

If you wish to attend an event, often additional information which isn't stored in our member administration will be requested. The subject of this data depends on the security requirements of the location that will be visited. The Netherlands Space Society processes this data and shares it, if necessary, with the security office of the location. You give permission for this when registering for the event. This information will be deleted after the event. As a result, you may have to resubmit the same data regularly.

If you tick the check box "I am interested in becoming an NVR committee member and I would like to receive information about the possibilities", in the membership registration form, your email will be used to send you mailings regarding the NVR committees. You will give consent for that by ticking the check box.



## **Nederlandse Vereniging voor Ruimtevaart**

Kapteynstraat 1, 2201 BB Noordwijk

E-mail: [info@ruimtevaart-nvr.nl](mailto:info@ruimtevaart-nvr.nl)

Internet: [www.ruimtevaart-nvr.nl](http://www.ruimtevaart-nvr.nl)

If you take part in a survey sent by the Netherlands Space Society, additional information which isn't stored in our member administration may be requested. These data will be used to collect your opinion about the Netherlands Space Society and improve its activities. The data will be used only for the purposes described in the privacy notice of the survey and will be handled separately from membership data. The data will be processed and deleted according to the privacy notice of the survey. Before you participate in the survey, you will be explicitly asked to provide your consent. You will provide your consent by ticking the appropriate check box at the start of the survey.

### **Cookies**

The Netherlands Space Society uses cookies on its website [www.ruimtevaart-nvr.nl](http://www.ruimtevaart-nvr.nl). You can find the cookie policy [here](#), along with information about agreeing to cookie use and setting your cookie preference.

### **Third parties**

Your information will not be shared with third parties, except for the organizations mentioned earlier. The printing company will receive your address details for sending the magazine. Locations will receive, if strictly necessary, your details for attending one of our events.

### **Adjust or view personal data**

If desired, you can change and/or view your personal data. You can submit a request by e-mail to our general e-mail address [info@ruimtevaart-nvr.nl](mailto:info@ruimtevaart-nvr.nl) or by mail to NVR, Kapteynstraat 1, 2201 BB Noordwijk. We will send you a confirmation after receiving this request.

### **Termination of membership**

You can cancel your membership by letting us know in writing. You can submit this request by e-mail to our general e-mail address [info@ruimtevaart-nvr.nl](mailto:info@ruimtevaart-nvr.nl) or by mail to NVR, Kapteynstraat 1, 2201 BB Noordwijk. You will receive a confirmation after we receive your request and we will change the status of your data to inactive in our member administration for seven years after the cancellation. If you wish your data to be completely deleted from our member administration, you should indicate this explicitly.

### **Retention periods**

#### **Member administration:**

Your data will be stored in our member administration for as long as you remain a member of our society. Upon cancellation your data will be changed to inactive. In this inactive section of the member administration your data will be saved for another seven years. The regular back-ups of our membership administration as well as the financial data are deleted after seven years.

#### **Bank statements and financial administration:**

Bank statements and their processing in the annual accounts are stored for seven years by the treasurer and destroyed after those seven years. This applies to both electronic data as well as paper prints and their backups. No distinction is made between current and former members.