



Privacy Statement PGK

Introduction

The Petroleum Geological Circle, in accordance with the Koninklijk Nederlands Geologisch Mijnbouwkundig Genootschap (KNGMG), attributes great importance to the protection of your personal data. This Privacy Statement outlines how the PGK handles personal data taking care to ensure your privacy in handling personal data. The PGK strives to comply in all cases with the applicable legislation and regulations, including the General Data Protection Regulation (GDPR) implemented on May 25, 2018. At minimum, this includes the following:

- Your personal data will be processed in accordance with the purpose for which they were provided, these purposes and type of personal data are described in this Privacy Statement;
- The processing of your personal data is limited to only those data that are minimally required for the purposes for which they are processed;
- The PGK will request your explicit consent if such consent is necessary for the processing of your personal data;
- The PGK has taken appropriate technical and organizational measures to ensure the security of your personal data;
- The PGK does not pass on any personal data to other parties, unless this is necessary for carrying out the purposes for which they were provided;
- The PGK is aware of your rights regarding your personal data, and will respect such rights in the course of carrying out its activities.

The PGK is responsible for the processing of your personal data. If after reading this Privacy Statement, or in more general terms, you have any questions, we ask you to get in touch with the PGK board by writing to the PGK secretary (in an email) through secretary@pgknet.nl

For which purposes does the PGK process your personal data

Your personal data will be processed by the PGK for the following purposes:

- Membership and financial administration;
- Mail out of the PGK's digital newsletter;
- Connecting with our members in relation to taking part in activities



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For these purposes, we may request the following personal data:

- Name and surname;
- Date of birth;
- Sex;
- Address;
- Phone number;
- E-mail address;
- Educational background (discipline, university, year of graduation).

For the financial administration, we may also require the following personal data (specifically for collecting annual membership fees):

- Bank account number (IBAN);
- Authorization for automatic annual membership fee collection (“automatische incasso”).

The PGK does not ask for or require specific personal details like health status or religion.

Analysis of personal data

Annually the PGK carries out limited analysis of collected personal data for carrying out its normal activities, this may include:

- Mentioning / listing the total membership number and variations compared to previous years at monthly meetings, specifically the Annual General Meeting (AGM);
- General analysis in terms of membership growth / forecast that is not traceable to individual members;

Website

The PGK maintains a website with general information on its activities, a calendar of events, an archive of past monthly meetings and excursions, and photos. This is a means for our members to keep up to speed on activities and also a means of attracting new members. Since the website is accessible by the general public, we take care utmost care to protect your personal data. Should any personal information on a specific individual appear on our website for which no explicit consent has been given or which you would rather see removed, we ask you to get in touch directly with our webmaster



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(webmaster@pgknet.nl) and will ensure that such information be removed as soon as possible after the receipt of your request.

Information and news

The website lists an overview of the present and past PGK organisation including names of the volunteers that carry out board activities or other voluntary tasks. From the date of implementation of the GDPR, these volunteers have given consent for publicly sharing this information.

The PGK website does not contain any personal data like address, telephone numbers ad email addresses, unless the relevant person has given explicit consent for publicly sharing this information.

In the case of obituaries, these will only be published with the consent of the next of kin.

Photos and other images

From the date of implementation of the GDPR, the PGK will be very cautious about placing photographs on which people are recognizable in the picture. Speakers at events and recipients of awards will be asked for permission in advance. It is always possible for photographed persons to have a published photo removed in spite of consent given previously.

With respect to photos in our archive, for example photos of past events and excursions, any photos at which you are personally visible and which you would like to have removed, please contact our webmaster (webmaster@pgknet.nl). We will ensure that such information be removed as soon as possible after the receipt of your request. For excursions after the date of implementation of the GDPR, specific consent for using photographic material for publications on our website will be requested from those members taking part in an excursion.

Cookies

During your visit to the website some information is collected about the hardware and software of your computer. This concerns your IP address, browser type, domain name and access time. This information is used to improve the website. This data is recorded by most websites and remains anonymous.

Storage Period

The PGK does not keep any personal data longer than necessary for the purpose of running its normal activities or as required by any laws and regulations.



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Security

The PGK has taken appropriate technical and organizational measures to protect personal data against unlawful processing, for example the following measures have been taken;

- All persons who have access to your personal data (e.g. the secretary) on behalf of the PGK are obliged to maintain their confidentiality.
- The PGK protects all systems with a user name and password;
- The PGK does not maintain a paper archive.

Rights concerning your data

You are entitled to review, rectify or delete the personal data that the PGK has received from you. You can also object to the processing of your personal data (or a part thereof) by the PGK. Requests for this can be submitted via the contact details mentioned in the introduction. The PGK can ask you to identify yourself before we can comply with the aforementioned request.

Complaints

Should you have any complaints about the processing of your personal data by the PGK, you can contact the PGK via the contact details mentioned in the introduction.