

## Swedish Rock Engineering Association – GDPR policy

In order to run the Swedish Rock Engineering Association's operations and create added value for our members, we need to process personal data. We protect your personal privacy and it is important to us that you who are affected feel safe with how we handle your and others' personal information.

The privacy policy describes your rights and how you can enforce them, so it is important to us that you take note of them. You are always welcome to contact us with any questions.

### Purpose

The Swedish Rock Engineering Association processes personal data for administration and communication with our member companies, employees and suppliers. With the exception of board and committee members whose names appear as business information on our website, access to personal data is only given to those who need it to be able to perform their duties.

### Explanations

**Personal data** refers to all kinds of information that can be directly or indirectly attributed to a natural person who is alive, such as; name, telephone number, image, audio recording that is processed in a digital platform in a computer, encrypted information and IP address.

Bookings and orders can also be personal information if they, together with other information, can be linked to a person.

**Processing** of personal data refers to the handling of personal data. Every action taken with a personal data constitutes a processing, regardless of whether it is performed automatically or not. Examples of common treatments are collection, registration, storage, spreading and deletion.

### The processing of personal data takes place on the basis of one of the following legal bases

**Agreement:** The treatment is necessary for us to be able to keep our part in the agreement with you

**Balancing of interests:** The legitimate interest outweighs the data subject's interest in the Swedish Rock Engineering Association not processing his or hers personal data.

Example: If you are a professional in the rock engineering industry and we have an event in our industry, we may contact you to market the event. This is because we believe that our interest as an organisation in marketing our events outweighs your interest as a professional not to be the subject of marketing.

**Consent:** Personal data is processed with the consent of the person to whom the personal data relates.

### Your rights

- You have the right to know what personal data we store, for how long and why we do it
- You can request correction or deletion of incorrect personal data
- You have the right to request restriction on the processing of your personal data
- You have the right to withdraw your continued consent regarding future treatment
- We do not ask for more personal information than necessary
- We do not save your information longer than necessary
- We inform you about why we collect certain personal information

### **Form**

When you fill in a form and become a member or sign up for a conference or newsletter or order a publication on [svbergteknik.se](https://svbergteknik.se), you must actively state that you agree that you let us handle your personal information according to the legal basis we have stated. In connection with your consent, we also tell you why we need to collect your personal information and how long we store it.

### **Membership**

Agreement is the legal basis for handling personal data that you submit to apply for membership in the Swedish Rock Engineering Association. The personal information you provide is used to administer your membership and to enable you to benefit from membership benefits. Personal data is processed in accordance with the Data Protection Regulation (GDPR). You can at any time request your personal information to be corrected or request that it has to be removed from our membership register. Upon withdrawal, we save your membership information for one year, then it is deleted.

### **Conferences**

Agreement is the legal basis for the handling of the personal data that you or your representative to whom you have given consent, provide in connection with your participation in our conferences and seminars. The information is necessary for us to be able to administer your participation in the conference. Personal data is processed in accordance with the Data Protection Regulation (GDPR). Your personal information will also be used to send out invitations to the next conference, after which we will delete your personal information. You can request that your personal information to be corrected or deleted at any time.

When we hire a third party for participant management, where they collect information for registration, no information is taken from the association's membership register. Third parties are then responsible for personal data.

### ***Pictures of participants***

For our conferences, we hire a professional photographer. Participants may then be photographed and the images may be used in the Swedish Rock Engineering Association's marketing and for information purposes.

### **E-mail**

When you send an e-mail to [@svbergteknik.se](mailto:@svbergteknik.se), we may get access to information about yourself and your company. In the case of the e-mail containing agreements, the information is saved from the e-mail for as long as necessary. Other e-mails are saved for one year.

### **Social media**

Comment policy, the Swedish Rock Engineering Association removes comments and links that are contrary to the association's statutes. We may also delete comments that are not relevant to the discussion, include personal information, offensive language, personal attacks, rumors, commercial links and advertising of services. We reserve the right to block users who do not respect our comment policy.

### **Publication on the website**

When the Swedish Rock Engineering Association publishes content on its website, it does so on the basis of the legal basis for balancing interests or in some cases a legal basis for consent. In order for publication to be justified, it is required that the need to show the association's activities outweighs that the persons in the pictures have protection of their personal data.

No infringing material may be published on the website or on social media. If the Swedish Rock Engineering Association becomes aware that images or other material is perceived as offensive, the association must unpublish this material as soon as possible.

### **Personal data manager**

Swedish Rock Engineering Association, org. no. 802000–3144, with address Storgatan 19, SE 114 85 Stockholm is responsible for the association's processing of personal data.

If you have questions regarding how we handle personal data or if you want to know what information we have about you, send an e-mail to [info@svbergteknik.se](mailto:info@svbergteknik.se) or call +46 70-554 94 04.