

*This document takes effect per September 1<sup>st</sup>, 2026*

## **Maizena Privacy Statement**

In this document, you will find information concerning the personal data that study association Maizena collects, stores, and processes from its members. Personal data is defined by the General Data Protection Regulation (GDPR) as “any information relating to an identified or identifiable natural person”. The study association does not collect or use information for purposes other than those specified in this statement and the image terms and conditions document, unless you have given the association permission to do so in advance.

### **1. Data collected**

In the following, you can find an overview of the different personal data which may be collected by Maizena.

#### **1.1 Membership forms**

Below, a list of personal data that are collected on the membership form is presented as well as the purposes for which these data are used. Providing these data is required to become a member of the association.

| <b>Data:</b>         | <b>Purpose:</b>                                                                                                                                                                                                                         |
|----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| First and last names | To identify individual members, facilitate correspondence, and accurately register participants for activities.                                                                                                                         |
| E-mail address       | To contact the member and to stay in contact in case of announcements and/or invitations, to accurately register participants for activities, and to send the monthly newsletter which contains information deemed relevant for members |
| Phone number         | To contact the member and to stay in contact in case of announcements and/or invitations. To add member to relevant group chats in Maizena's WhatsApp community. Members can opt out of these chats at any point.                       |

By signing up to become a member, one enters into an agreement with Maizena. Without providing this data, membership is not possible.

## 1.2 Travel forms

On the sign-up form for the Maizena trips additional data to the standard member administration may be requested. These data are only collected from members that participate in the trips and are required to be provided to be able to partake in the trip. Below, a list of data is presented that may be collected for the participation in a study trip. Other necessary, already known data can be derived from the members administration. For confirmation, they can be requested again on the study trip form. The additional data will be destroyed after the trip ends, at the end of the relevant academic year at the latest.

| <b>Data:</b>                    | <b>Purpose:</b>                      |
|---------------------------------|--------------------------------------|
| Phone number<br>parent/guardian | To contact them in case of emergency |
| Food allergies                  | To provide suitable meal options     |
| Date of birth                   | Often required for bookings.         |
| Gender                          | Often required for bookings.         |

By signing up for a trip and providing the aforementioned data, one enters into an agreement with Maizena. Without providing this data, participation in the trip is not possible.

## 1.3 Yearbook

For Maizena's yearbook, additional personal information may be collected, including birth country and other personal facts. Furthermore, additional pictures may be collected to be included in the yearbook. This information is provided on a voluntary basis and by providing this information to Maizena's yearbook committee you consent to this information being processed for the purposes of creation of the yearbook. This consent may be withdrawn at any time before production of the yearbook, after which the relevant data will be deleted and will not be included in the yearbook. Once the yearbook has been produced, withdrawal of consent will not affect copies which have already been produced.

Additional personal information collected for the yearbook will be destroyed after production and distribution of the yearbook has finalized, at the latest at the end of the relevant academic year. Data shared with the yearbook committee will also be accessible to the company printing the yearbooks. A supplementary privacy notice may be provided by the yearbook committee.

### **1.4 Photographs and videos**

Maizena may take photographs and videos of attendees at their events and use them for several purposes. For a detailed description of these purposes, please refer to the Image Terms and Conditions document available on Maizena's [website](#). On the membership registration form you can choose to consent to this. Consent may be withdrawn at any time by contacting Maizena's secretary through e-mail ([maizena@ru.nl](mailto:maizena@ru.nl)).

## **2. Data storage**

Below you can find an overview of the platforms on which data collected by Maizena may be stored and processed and who has access to said platforms.

| <b>Platform:</b>                                       | <b>Who has access:</b>                                                           |
|--------------------------------------------------------|----------------------------------------------------------------------------------|
| Maizena's Radboud University e-mail address            | Board members                                                                    |
| Maizena's Gmail accounts and their associated drives   | Board members and, in case of the committees' Gmail accounts, committee members. |
| Secure workgroup folder provided by Radboud University | Board members and the coordinator of the research master program                 |

The storage and processing of personal data will cease after the person's membership has ended, at the latest before October of the following academic year, unless otherwise is specified. This is with the exception of photographs and videos, which may be stored and processed for a maximum of five (5) years (see also the Image Terms and Conditions document available on Maizena's [website](#)).

## **3. Accessing, changing, transporting, or deleting your data**

It is always possible to consult your collected personal data with Maizena's secretary and to make a request to change, complement or have the data deleted. Additionally, you may request for the personal data to be sent to you in a structured, machine-readable format for the purposes of transporting your data elsewhere. Contacting Maizena's secretary for any of the aforementioned purposes can be done through e-mail ([maizena@ru.nl](mailto:maizena@ru.nl)).

## **4. Objecting**

It is possible to object to the collection of personal data even if it is processed for the purposes of legitimate interests pursued by Maizena. Maizena shall then no longer process the personal data unless they demonstrate legitimate grounds for the processing which override the

interests, rights and freedoms of the data subject. Objection can be done by contacting Maizena's secretary through e-mail ([maizena@ru.nl](mailto:maizena@ru.nl)).

## **5. Complaints**

You have the right to lodge a complaint with the Autoriteit Persoonsgegevens, the supervisory authority responsible for data protection in the Netherlands (<https://www.autoriteitpersoonsgegevens.nl/en>).

## **6. Automated decision making**

No automated decisions will be made on the basis of the personal data collected, unless otherwise is specified and consented to.

## **7. Obligation to report personal data breach**

Maizena has a legal obligation to report a personal data breach. The purpose of this obligation is to ensure that personal data are handled carefully, and that the security of personal data is sufficient. A personal data breach is defined by the GDPR as “ a breach of security leading to the accidental or unlawful destruction, loss, alteration, unauthorized disclosure of, or access to, personal data transmitted, stored or otherwise processed”. For more information about this, we refer members to the Protocol Personal Data Breaches available on Maizena's [website](#).

## **8. Revision**

This privacy statement is subject to change. Any potential updates should be brought up, discussed and approved at a General Members Assembly. Updates always have to be in accordance with the House Rules, Statutes and Dutch law.