

RK Stichting De Krijtberg is responsible for the processing of personal data as set out in this privacy statement.

Contact details:

Website www.krijtberg.nl
Postal address Singel 448 1017 AV Amsterdam
Email koster@krijtberg.nl
Telephone 020 623 19 23

Data Protection Officer: Gerwin Roffel.

Personal data held by RK Stichting De Krijtberg:

- Personal data relating to volunteers active in Krijtberg. This administration is processed in an Excel-file. Administrator: Gerwin Roffel. Changes and deletions through koster@krijtberg.nl.

- Personal data regarding persons who make use of one of the Church Sacraments: Baptism and Confirmation, First Communion, marriage; and funerals. These personal data are stored in the address book of the mail programme of those responsible for the Sacraments in Krijtberg: the Rector, his assistant (or another priest on duty) and the verger. These data cannot be modified independently. Mutation or deletion: a request to koster@krijtberg.nl.

The church registers (books) contain information regarding the sacraments and funerals that have taken place in Krijtberg.

De Krijtberg cannot remove personal data from its church books, because it is important to keep track of who has received church sacraments. De Krijtberg follows the rules of Canon Law. The books are handwritten on both sides, therefore registrations cannot be removed from the book: a deregistration is recorded.

- With regard to the administration of Krijtberg Academy:
information on this can be requested via koster@krijtberg.nl

- There is no computerised membership administration system in use in Krijtberg. De Krijtberg is part of the St. Nicolaas parish in Amsterdam which runs the membership administration. www.nicolaas-parochie.nl

- RK Stichting De Krijtberg processes personal data with respect to its digital newsletter. These data are supplied by the subscriber through the registration form on the website of De Krijtberg. The digital newsletter is produced and sent in Mail Chimp. The mailing list is managed by Gerwin Roffel. Subscribers can make mutations independently. Subscribers can remove themselves from this list independently. Both can be found at the bottom of each newsletter.

Special and/or sensitive personal data that we process

There is no administration module in our website. Leakage of personal data is not possible. Our website has no intention of collecting data about website visitors, including the age of the visitors/subscribers. We cannot check whether a visitor to our website is under 16 years of age.

For what purpose and on the basis of which basis do we process personal data?

RK Stichting De Krijtberg processes your personal data for the following purposes:

- Carrying out the objectives of Stichting de Krijtberg.
- Correspondence in order to be able to carry out our services.
- Sending out the digital newsletter.

Automated decision-making:

RK Stichting De Krijtberg does not make decisions on matters that can (significantly) affect individuals on the basis of automated processing. These are decisions made by computer programmes or systems, without the intervention of a human being (for example an employee of RK Stichting De Krijtberg). RK Stichting De Krijtberg uses computer programme Mail Chimp with regard to sending out a digital newsletter. At the bottom of the Newsletter there is a disclaimer in which the receiving party can independently remove himself from the mailing list, or independently adjust his or her data.

The website of RK Stichting De Krijtberg offers the opportunity to fill in an email address in order to receive the digital newsletter.

For how long do we keep personal details?

RK Stichting De Krijtberg does not keep personal data longer than is strictly necessary to realize the purposes for which these data have been collected. RK Stichting De Krijtberg applies the following retention period for the following personal data:

With regard to the administration of active volunteers:

First name and surname kept until - at the volunteer's request - the verger deletes these details.

Email address kept until - at the request of the volunteer - the verger removes this data.

With regard to the administration of personal data concerning the Sacraments:

First name and surname kept until - at the request of the applicant - the verger or other responsible person deletes this data (only digitally).

Date of birth cannot be mutated/deleted.
Baptism date cannot be mutated/deleted.
Parents cannot be mutated/deleted.
Godparents cannot be mutated/deleted.
Confirmation date cannot be changed/deleted.
Date of marriage cannot be altered/deleted
Email address is kept until - at the request of the applicant - the verger or other responsible person removes this information.

With regard to the digital newsletter:

First name and surname kept until the recipient removes himself from the mailing list by clicking on the unsubscribe function.
Email address kept until the recipient independently removes himself from the mailing list by clicking on the unsubscribe function.

With regard to the personal data of the visitors to the celebrations:
these data (name and telephone number) are kept for 7 days.

Sharing of personal data with third parties

RK Stichting De Krijtberg does not provide any data to third parties.

Cookies, or similar techniques, that we use

The RK Stichting De Krijtberg website does not use cookies or similar techniques.

Viewing, modifying or deleting data:

With regard to all personal administration:

You have the right to inspect, correct or remove your personal data. RK Stichting De Krijtberg does not use a digital administration system in such a way that you can view your data independently. If you have any questions/remarks about our data processing, please send a specified request to koster@krijtberg.nl.

With regard to our digital newsletter:

You have the right to inspect, correct or delete your personal data. You can do this yourself via the disclaimer at the bottom of each newsletter.

How we secure personal details

RK Stichting De Krijtberg takes the protection of your personal data seriously and takes appropriate measures to combat abuse, loss, unauthorised access, unwanted disclosure and unauthorised alteration. If you feel that your information is not properly secured or there are indications of misuse, please contact us via koster@krijtberg.nl.

Foundations

Processing personal data always requires a basis.

The six legal bases of the General Data Protection Regulation (AVG) are:

Consent: The person concerned has consented to the processing of their personal data for one or more specific purposes.

Contract: The processing is necessary for the performance of a contract to which the data subject is a party, or in order to take steps at the request of the data subject prior to the conclusion of a contract.

Legal obligation: The processing is necessary for compliance with a legal obligation incumbent on the controller.

Vital interest: The processing is necessary to protect the vital interests of the data subject or of another natural person.

Public law task: The processing is necessary for the fulfilment of a task carried out in the public interest or in the exercise of official authority vested in the controller.

Legitimate interest: The processing is necessary for the purposes of pursuing the legitimate interests of the controller or of a third party, except where the interests or fundamental rights and freedoms of data subjects which require protection of personal data outweigh those interests, in particular where the data subject is a child.

Right of complaint

Requests or complaints regarding the handling of personal data can be sent by the person concerned to the parish council. The contact details can be found at the top of this privacy statement.

The person concerned is informed in writing about the result of the submitted request or complaint.

If the parish council does not or only partially honours the request or complaint, the person involved can, if desired, direct a complaint regarding the dispute with the parish to the Personal Data Authority:

Personal Data Authority
Attn. the complaints coordinator
P.O. Box 93374
2509 AJ THE HAGUE

Data Protection Officer

For questions or complaints about the processing of personal data, a Data Protection Officer (FG) has been appointed.

If you have a complaint or question about the way your personal data is being processed, please contact the FG: koster@krijtberg.nl

You can ask your questions digitally via the contact form at: www.rkkerk.nl/avg

RK Stichting De Krijtberg - February 2021