

## **Privacy policy for the handling of member data in the intranet of the WTA e.V. internet portal**

### **0. Preamble:**

Name of the association:

For the WTA e. V. a change of name is planned. With the registration of the new association name "WTA International e.V.", it will replace the currently valid association name "WTA e.V." used in this document.

Purpose of the privacy policy:

The Internet portal of WTA e.V. maintains a password-protected intranet area (hereinafter referred to as WTA intranet) reserved for members for internal communication.

### **1. Data collection**

When a member joins the WTA e.V. collects personal data which is necessary for the pursuit of the statutory purposes of the association, for the organisation of membership or for the support and administration of members.

Members who have made provided the WTA e.V. with their e-mail address have the opportunity to register on the WTA intranet using the e-mail address provided and to set a personal password.

### **2. Data storage**

The personal data will be stored in a computer system to which only persons who have been expressly authorised to do so by virtue of their function or task in the WTA e.V. and who have signed a corresponding data protection commitment will have access. In addition, external service providers may be commissioned to store the data. The external service provider must provide evidence of a suitable data protection concept (data protection declaration, confidentiality clauses, etc.).

In accordance with Article 32 of the DSGVO, personal data is protected against unauthorised third parties by appropriate technical and organisational measures (in particular by controlling access, entry, access, disclosure, input, assignment and availability as well as data separation).

### **3. Use of data**

The personal data mentioned in the annex to this privacy policy are only used to pursue the statutory purposes of the association or to support and administer members. This will only be done if there are no indications that the data subject has an interest worthy of protection that would prevent processing. If the use of certain data is objected to, the corresponding data will be deleted. If deletion of the data is not possible for technical reasons, the data subject will be informed accordingly. Data which are subject to legal regulations (e.g. documents relevant to the tax office) are deleted after the expiry of the corresponding periods, at the latest after 10 years.

#### **3.1 Data access**

Authorised members of the Presiding Committee have access to all member data, if these are directly required for the completion of tasks.

Within the framework of member administration and support, full-time employees of the association's offices have access to the member data relevant to them and relevant to the association's purposes. This also includes access to the e-mail address for sending the newsletter or other communications, unless the member has objected to this.

#### **3.2 Data transfer within the WTA e.V.**

Personal data of members of the association will only be passed on internally if this serves the purposes of the association or member support.

Personal data of single members will only be passed on to functionaries of the WTA e.V. in accordance with its statutes, who have undertaken in writing to comply with the data protection regulations when using the data.

#### **3.3. Transfer of data to third parties**

Members' personal data will not be passed on to third parties for advertising purposes without the consent of the members concerned.

For the purpose of delivering the association's newsletter or communicating with its members by letter, the WTA e.V. reserves the right to forward personal data of single members to third parties (e.g. senders) who act in accordance with the purpose of the association and are themselves committed to data protection.

Third parties are obliged to use the data provided by the association only for the agreed and not for their own purposes and to destroy all data after completion of the respective defined order.

### 3.4 Third party requirements

The WTA e.V. points out that it can also transmit basic data to banks in the context of payment transactions (SEPA mandates), provided that this is required by the banks as an indispensable prerequisite for processing the payment of the membership fee.

WTA e.V. reserves the right to document payment transactions including any return debit notes.

### 4. Possibility of withdrawal / consequences of withdrawal

I am informed that I can revoke this data protection consent, if necessary only in part, at any time vis-à-vis WTA e.V.

In case of revocation, the data will no longer be used by WTA e.V. for the revoked purpose(s).

I agree to the privacy policy.

---

Name, first name

---

Address

.....  
(Place, date and signature of the member)