

## **International Statistical Institute**

## **Privacy Policy**

#### Introduction

For the purpose of this Privacy Policy, "ISI", "we," "us" or "our" means the ISI and its seven Associations: Bernoulli Society (BS), International Association for Official Statistics (IAOS), International Association for Statistical Education (IASE), International Association of Survey Statisticians (IASS), International Association for Statistical Computing (IASC), International Society for Business and Industrial Statistics (ISBIS) and The Environmetrics Society (TIES).

The ISI's mission is to lead, support and promote the understanding, development and good practice of statistics worldwide, by providing the core global network for statistics. This is reflected in our slogan 'Statistical Science for a Better World'.

The ISI has over 4,000 individual members and more than 140 statistical agencies, central banks, universities, societies and research institutes as organisational members. We support statisticians and statistical organisations worldwide, organise congresses, conferences and workshops, and issue extensive publications, including a variety of journals. We also manage a range of Awards and Prizes and provide funding schemes.

At ISI we understand the importance of maintaining the privacy of our members and other who entrust us with their personal data. Securing your privacy is a core value of the ISI as is reflected in the ISI Community Principles.

Our servers, computers and contractors employ security procedures to protect all our/your information from unauthorized access. All ISI processing activities are documented and kept in an up-to-date register, providing the full details of the records kept, the purpose of the processing, the access to data and the retention periods.

This Privacy Policy outlines the policies and procedures concerning information gathering and dissemination practices for the ISI membership and other data collected by ISI and through the website <a href="www.isi-web.org">www.isi-web.org</a>. The ISI fully adheres to the EU General Data Protection Regulation.<sup>1</sup>

#### **Membership Data**

The ISI collects information from ISI and/or Associations' members (individual and organisational) in order to keep an efficient and up to date membership administration and

<sup>&</sup>lt;sup>1</sup> REGULATION (EU) 2016/679 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 27 April 2016

inform the members about the ISIs activities, meetings and events. Individual data are processed by the designated staff in the ISI Permanent Office (PO) and by designated ISI and/or Association officials.

The ISI does not ask for more personal information and details than absolutely necessary for the processing of the membership.

Whenever it is necessary for contractors working for the ISI to access data, such as for work on the ISI's website and associated IT infrastructure, the agreement with the contractor will contain the necessary provisions to protect privacy and non-disclosure.

Address information from individual membership data is only shared with publishers as necessary for providing subscriptions to journals or similar services.

The members are requested to give their explicit consent to processing of their data and the publication of their name, country of residence and affiliation, when applying for membership, or in the webshop.

Other personal details of members, such as postal addresses, email addresses, and telephone/fax numbers, are stored in the ISI membership database and webshop (protected by login and password). This type of information will not be displayed in the public domain. If contact information of a member needs to be shared publicly for ISI operations, it shall be shared via email aliases or encrypted files. Any other dissemination of such information requires the consent of the individual member.

More detailed information about the ISI and Associations membership data policy can be found in the attached document (ISI Data protection policy for ISI and Association members), including an overview of your rights and how to execute them.

#### **ISI** and/or Association Mailings

Mass mailings are sent without disclosing individual email addresses. Members may opt out of receiving the ISI news items/newsletters.

Membership data (name, postal address, country of residence, email address) may be shared with other partner statistical organizations in collaborative activities that pursue the mission and objectives of the ISI and which benefit ISI members. Appropriate agreements are in place in order to safeguard privacy protection.

#### Other Data

Surveys and polls are sometimes used to collect opinions and views of members. The data obtained from such surveys are anonymised before they are processed and analysed, and are used only for each survey's specified goals. Responses to operations conducted for voting procedures are processed in the ISI PO and results are reported only in aggregated and non-identifiable form. Individual data collected by these means are not disclosed by the ISI.

Individual data collected in application procedures, including membership applications, funding requests, award and prize applications, are processed by the ISI PO and shared with the responsible officers as necessary to consider or process applications (i.e. chairs and members of the relevant committees). All recipients, like committee members, are required to agree to appropriate confidentiality clauses and sign a privacy agreement.

A contact form is available for visitors to the ISI website to request information and services. We use the visitors' contact information (e.g. name and email address) only for answering their requests/questions, responding to enquiries or sending materials. The information from these contact forms is not disclosed to third parties unless the visitor has given his/her consent to do so.

Cookies are collected in order to ensure proper functioning of the ISI website and for further improvement of the functionality. Cookies from <a href="www.isi-web.org">www.isi-web.org</a> are safe. They are not used for collecting personal information. Most cookies disappear when you close your browser but some remain for a few days or longer. If you wish, you can always remove or disable the use of cookies in your browser. Information about adjustments in the settings for cookies can be found in the help function of most browsers. However, if you disallow cookies, you may disable access to advanced functionality on our web site.

#### Security

The ISI website and webshop are *https* protected and have security measures in place to protect against the loss, misuse and alteration of the information. In case of a credible threat of a security breach, the ISI will inform the members affected and will take the necessary measures to prevent misuse of the data. The contract with the website and webshop hosting company contains the necessary provisions and procedures in order to be GDPR compliant. The ISI Protocol for Security Incidents and Data Leaks is applied.

Several of the Associations' websites are not hosted by the ISI website hosting company. For these websites different security regimes might be in place.

If any knowledge or suspicion about a breach of the ISI's security arises, please contact the <u>ISI office.</u>

The ISI Permanent Office (PO) is located in the premises of Statistics Netherlands (SN) and works in SN's IT environment, which complies with the highest standards of data protection. More information about SN's IT infrastructure and Privacy Protection can be found <a href="https://example.com/here.

The ISI PO staff are actively informed about the ISIs privacy policy and safety measures. The staff work on remote PCs, and only with password protected access. Passwords need to be renewed every 3 months.

If you wish to learn more about the ISI security measures, please contact the ISI webmaster.

#### **Links to Other Websites**

The ISI website contains links to other sites. The ISI is not responsible for the privacy practices or content of other websites. We recommend that you read the privacy statements of each website that requests any personal information.

### **Right to Change the Privacy Statement**

This policy may be revised over time as new features are added to the website, new technologies emerge, or changes in legislation require the ISI to do so.

The Hague, 2 May 2018 Ada van Krimpen ISI Director



### The Hague, 2 May 2018

## ISI Data protection policy for ISI and Associations members

ISI understands the importance of maintaining the privacy of you, our members. We believe very strongly in preserving your privacy on the Internet. Our servers, computers and contractors employ security procedures to protect all our/your information from unauthorized access.

Where ISI holds such personal data, we respect your privacy and understand the necessity to keep the data you disclose to us safe and secure, in accordance with Dutch Law and adhering to the EU General Data Protection Regulation<sup>1</sup> (GDPR). Members may inspect their own personal data through the online ISI webshop and, if incorrect, may modify or remove it.

The following questions and answers seek to clarify what information we collect and for what purposes.

This document is tailored towards the <u>individual data</u> (natural persons) of members of the ISI and its Associations: Bernoulli Society (BS), International Association for Official Statistics (IAOS), International Association for Statistical Education (IASE), International Association of Survey Statisticians (IASS), International Association for Statistical Computing (IASC), International Society for Business and Industrial Statistics (ISBIS) and The Environmetrics Society (TIES).

### 1. What kind of Personal Data do ISI collect?

The ISI collects different types of personal data:

- ISI and Associations' Member data
- Data relating to participants of ISI and Associations' congresses, conferences and workshops
- Data submitted on application forms and nominations for funding, prizes and awards This document deals explicitly with membership data.

<sup>1</sup> 

## 2. For what purposes do ISI and its Associations collect personal data from members

The ISI and the ISI Associations collect personal data from individual members for the following purposes:

- Keeping an adequate and up-to-date membership administration and management
- Informing members about events (congresses, conferences, workshops, courses) and related information, including social events
- Informing members about news and developments in the profession, and about strategic discussions
- Invitations to participate in meetings (for example, General Assembly)
- Invitations to take part in surveys about the organisations' strategies and operations
- Approaching members for committee membership or other official functions
- Subscriptions to journals/magazines

### 3. What data are collected?

The following data are collected from members:

- Title
- Name
- First name
- Initials
- Position
- Department/section
- Organisation
- Address (private / corporate)
- Country
- Telephone landline/ fax
- Telephone mobile
- Email address
- Date of birth
- If retired
- Gender
- Nationality
- ISI / Association memberships
- Subscriptions
- Membership fees and status of payment

These data are the minimum required for administration of the membership.

The ISI does not collect any sensitive information (race, religion, health status) about ISI and its Associations members.

## 4. What is the legitimate basis for the ISI to process my personal data (lawfulness processing)?

Since the end of 2017, new members have been requested to give their explicit approval for the processing of their personal data for the purposes as described in this document. We also ask them for their consent to publish their name, country and membership type in the public domain of the website.

From 15<sup>th</sup> of April 2018, all members who access their information through the webshop, will be asked to give their explicit consent for processing their personal data by ticking the appropriate boxes in the webshop. Without this approval, it will not be possible to process the membership.

In case you would like to make an inquiry of purpose of the data processing, please feel free to exercise your rights as described in # 10.

## 5. What is meant by 'collect, store and process'? Why it is it done?

The membership data are stored and processed in our membership database, which is in the secured and protected environment of Statistics Netherlands (CBS), where the ISI Permanent Office is located. The database is accessible only by authorized staff of the ISI Permanent Office for the purpose of office processes and the checking and updating of membership status.

The membership data in the database is transmitted to the online webshop through a secured channel. Your data in the webshop is accessible only by you with your username and password and by the ISI Membership Officer. If you customise your password then only you can access the webshop. The webshop is in an https environment.

### 6. Who does ISI share this information with?

As an international organization with a global membership, it is often necessary for ISI to share your data with our officers (President and Executive Committee members, Nominations Committee for Officer elections, Awards and Prizes Committees, Association Presidents), Publishers for publication subscriptions (if you subscribed to those), Congress and Conference organisers for distributing information and checking your membership status (for entitlements to reduced rates) and third-party partners both inside and outside of the European Union. Third party organisations are organisations with which ISI has a working or cooperative agreement (for example, the webshop developer, the website and webshop host and the external auditors), or contractual in order for us to fulfil our duties and responsibilities to our members. ISI shares only the absolute minimum data necessary with external parties (for example, name, country, membership number, membership status and email address).

The ISI and/or Association Officials may be based outside the EU/EEA. ISI and Association officials receiving membership data are required to sign a confidentiality

statement. Contracts with third parties (processors, webhosts) contain the necessary confidentiality clauses.

Any information shared with parties outside the ISI Permanent Office is sent in an encrypted format.

## 7. What are my rights as a member?

As an ISI/Association member, you have the following rights

- Right to access your data: Every member has access to their data through the ISI webshop with their unique username and password
- Right to be informed about the processing of data and who has access to the data: you can ask for access to the ISI register of processing activities, which contains detailed information.
- Right of correction. Corrections can be made either in the webshop or by sending a request to the ISI Membership Officer.
- Right of erasure of data (right to be forgotten).
  You may exercise this right, which will mean termination of your membership and deletion of all your information from the ISI and Associations' membership database, archives and webshop.
- Right to obtain your data (data portability). You may send a request for your data in a portable format to the ISI webmaster at <a href="mailto:isiwebmaster@yahoo.com">isiwebmaster@yahoo.com</a>.

## 8. How long will ISI keep personal data in its files?

Financial information will be held for no more than seven years, in accordance with Dutch law. Personal data will be held for no more than two years following the cancellation or deletion of membership. For historic reasons we will keep only a record of names, countries, date of start and end of membership.

# 9. Within the organisation, who is responsible for the Data Protection Policy?

Under Dutch law, ISI hereby declares that in relation to this Data Protection Policy the responsible body is the ISI Executive Committee. The executive administrator is the ISI Director.

#### Contact details

ISI Permanent Office P.O. Box 24070 2490 AB The Hague <u>director@isi-web.org</u> Tel. + 31 70 3375738