

## Translation of Personal Information, General Data Protection Regulation

*By signing this document, I agree to having read and understood the following:*

The dormitory Egmont Kollegiet

- will file my application for a room in the dormitory (including i.e. supplied information of personal and/or sensitive nature – including any correspondence with the dormitory) for up to 5 years after my final relocation of the dormitory. The information will be destroyed hereafter.
- will register my name, serial number (NETS) and room number and reproduce it in lists for administrative use. This use may include the collection of rent, payment of additional services such as use of laundry machines and printers and information to my kitchen. Lists including current information may be displaced in the dorm for the use of mail delivery and internal kitchen functions. To encourage social activities, the dormitory will pass on information such as name, study programme, e-mail address and nationality to the "kollegieråd", a board of residents elected to participate in the day-to-day operation of the dormitory. Name, e-mail address, and room number are used to invite residents to social functions, and the current fellow residents of my kitchen are informed of my name, study programme and nationality.
- can register my name and room number in an electronic key chip access system and to be used for photocopiers and laundry machines. Internet access is also set up. My information is deleted immediately upon moving out of the dormitory.
- will register any warnings I may receive during my time in the dormitory. Warnings will be destroyed or anonymized immediately upon moving out of the dormitory.
- will use information about my study programme, age, country of origin (but not ethnicity) and gender for lists about the distribution of residents per rooms and stories of the dormitory.
- will put up a list of current residents by the main entrance for the distribution of post and parcels.

I have the right to see which pieces of information about me that the dormitory registers and file.

- The dormitory Egmont Kollegiet:
- rectifies incorrect information when it is brought to the attention of the dormitory that the information in question is incorrect.
- will not register sensitive information or information of personal nature. Information of this kind will only be filed if it is of relevance to applications for exemption from rules for the duration of stay and will be destroyed upon the resident's moving out.
- will only relay information about warnings, if any, to the general board, the executive committee, the warden, the secretary, administrator, and caretaker of the dormitory, and not to anyone else.
- will not ask for my CPR number (civil registration number). However, should I forward information or material including my CPR number on my own initiative, the dormitory will store this material with my application and destroy it with the application.
- will not pass on information about me to other countries.

If I apply for repairs or maintenance of my room, the dormitory will process this request as an expression of consent for the watchmen/caretakers/inspectors of the dormitory or employed workmen to enter my room.

I have the right to give a complaint about the dormitory's registration, treatment and storage of data by addressing the warden of the dormitory, the Efor, at efor@ehp.dk or by personal inquiry during the opening hours (see post on the Efor's office door).