



Volunteer Privacy Notice

HL7 Europe Volunteer Program — how we handle your personal data

Version 0.2 of 30.06.2026

This notice explains what personal data HL7 Europe collects about volunteers, why we use it, the legal basis for doing so, how long we keep it, and the rights you have. It is provided in line with the EU General Data Protection Regulation (GDPR).

1. Who we are

HL7 Europe is the data controller for your personal data. You can contact us at “policy at hl7europe.org”.

2. What data we collect

- Identity and contact details (name, email, country, organisation, role)
- Languages, skills, experience, and links you choose to share
- Track preferences, availability, and your reasons for volunteering
- Records of your contributions and participation
- Communications between you and the program

Please do not submit special-category data (e.g. health information). We do not ask for it and do not need it to run the program.

3. How we use your data and our lawful basis

Purpose	Lawful basis (GDPR Art. 6)
Managing your volunteer application and matching you to a track	Consent and/or legitimate interests in running the program
Coordinating volunteer activities and communications	Legitimate interests in operating the program effectively
Recognising contributions (e.g. credits, certificates)	Legitimate interests; consent where published publicly
Sending optional event and news updates	Consent (which you may withdraw at any time)
Meeting legal, governance, and IP obligations	Legal obligation and/or legitimate interests

4. Who we share it with

- Volunteer coordinators and track leads, to manage your involvement
- HL7 International and national HL7 affiliates, where relevant to the work

- Service providers that help us operate (e.g. collaboration, email, and survey tools), under data-processing agreements

We do not sell your personal data.

5. International transfers

Some recipients (for example HL7 International) or service providers may be located outside the European Economic Area. Where data is transferred outside the EEA, we ensure an appropriate safeguard is in place, such as an adequacy decision or Standard Contractual Clauses.

6. How long we keep it

- Applications from people who do not join: deleted within [6] months
- Active volunteer records: kept while you are involved
- After you leave: kept for [12–24 months], then deleted or anonymised, unless a longer period is required for legal or governance reasons

7. How we protect your data

We restrict access to those who need it, use appropriate technical and organisational security measures, and maintain a record of our processing activities.

8. Your rights

Subject to conditions in the GDPR, you have the right to:

- Access the personal data we hold about you
- Have inaccurate data corrected
- Request erasure of your data
- Restrict or object to certain processing
- Receive your data in a portable format
- Withdraw consent at any time, where processing is based on consent

To exercise any of these rights, contact us at policy at hl7Europe.org.

9. Complaints

If you have concerns about how we handle your data, please contact us first so we can help. You also have the right to lodge a complaint with your local data protection supervisory authority.

10. Changes to this notice

We may update this notice from time to time. We will make the current version available to volunteers and note the date of the latest revision.

Version	Date	Author	Comment
0.1	26.6.2026	Catherine Chronaki	For discussion.
