

Privacy policy and terms for members of EL og IT



December 9, 2019



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Information security and privacy has a high priority at The Electrician and IT workers union (EL og IT). Trade union membership is a sensitive, personal information, which shall be treated with caution. Your information as a member and user of our website, is handled safely and securely.

EL og IT is responsible for processing and all handling of personal data in the organization, regardless of whether it takes place locally or centrally or by employees, members or union representatives.

What personal information do we collect about you?

Personal information you actively provide directly to us

We collect information about you when you join EL og IT, participate in membership activities, respond to member surveys or in other way use the association's membership service or other services.

What specific personal information we collect depends on the circumstances, the services or activities you use.

Examples of basic membership information:

- Name
- Personal identification number (11 digits)
- E-mail, phone number and postal address
- Employer
- Collective agreement
- Payment Information



Personal information generated by using our systems and services

Examples of information we receive as a result of your activities and use of our services:

- Information provided when updating your contact information or change of workplace etc.
- Information provided when reporting need for member service, such as help with logging on to websites or registering for courses.
- Information provided when contacting us for advice or assistance related to your working relationship.
- User information and answers provided for survey purposes (answers to surveys, etc.).
- Registration of what positions of trust you may have in the association.

Information received from third parties

EL og IT will usually not receive information about you from third parties. The information will mainly come from yourself, or from a local shop steward who addresses issues regarding your work situation or pay and working conditions.


Why do we process your personal information?

EL og IT main purpose is to fight for your pay and working conditions, as well as professional and economic interests. In order to provide good membership services, secure access to relevant membership services and to fulfill the purpose of the membership, we must collect and process the necessary information about you.

We register your national identity number for the sake of secure identification and to ensure tax deductions for paid union membership fees are registered with the tax authorities.

Treatment theory

The legal basis for our processing of personal data for the above purposes, is that it is necessary to fulfill our obligations to you as a member (GDPR art. 6b) and that it is necessary to safeguard our statutory purposes, including promoting the interests of members and rights (GDPR Art. 6f). When we process information about your union membership, which is a sensitive personal information, our legal basis is that it is necessary to carry out our legitimate duties as a union (GDPR art. 9d).



Being a member will be the basis for us to take up your pay and working conditions with the employer.

We also process your personal information based on consent. Your consent may give our banking and insurance partners access to inform you about membership offers. If you do not give such consent, or if you withdraw consent, you will not receive such information directly from your banking and insurance providers.

EL og IT negotiate good membership benefits, including within banking and insurance. To ensure that only members have access to the favorable offers, the necessary membership data is exchanged with our banking and insurance partners. This exchange is based on legitimate interest and is intended only to clarify the status of membership.

We also claim justified interest and duties as a collective bargaining partner, which allows us to handle your personal information in connection with strikes and preparing for such activities.

If we need to assist you in litigation or similar matters concerning insurance settlement or discrepancies with the employer, we will obtain your specific consent for this processing of personal data.

If you are to attend courses or other similar events arranged by the association, including the association's lower organizational level, we will process personal information about you to administer the course and to keep track of who has participated in which courses.

In addition to the agreement, consent and legitimate interest, we will handle your personal data in accordance with statutory requirements, including for keeping necessary documentation for accounting purposes.



How do we process personal information about you?

Regardless of the basis for processing, all handling of your personal data is to be in accordance with basic privacy principles and in accordance with applicable regulations. The personal information should only be used for the purpose for which it was collected.

We will not collect more information than necessary, and requirements for confidentiality, privacy and information security must be met in all processing. Read more about these and other privacy principles at datatilsynet.no/en. When you sign up for membership, we register basic information about you such as name, national identity number and contact information in our membership system. Key information registered about you can be found by logging into "Min side" (My page) from our webpage.


Information generated by your use of the association's activities and services will also be recorded in the membership system. This could be registration of courses and dialogue with our member service (federal office) or union representatives. The information is stored to ensure efficiency and quality in the association's work.

Members' inquiries about pay and working conditions are treated confidentially and protected separately. Such cases are stored electronically in a part of the member system where only authorized case workers have access. Physical case files and similar documents will be stored in locked cupboards or drawers.

Who do we share your personal information with?

EL og IT will to a very limited extent share your personal information with others. We share the information with our IT service providers. These may have access to the information about you that we store in the system provider's operations. Such providers act as our data processors and we have entered into data processing agreements with them.

We share your name, social security number and amount for paid union dues with the tax authorities, to ensure that you receive a tax deduction for paid union dues. The exchange of information is based on agreement with you, set out in the terms of membership and is considered justified to safeguard your financial interests.



EL og IT are part in several collective agreement and participate in negotiations, both national and local. We can share member information with partners in collective bargaining, for example with union representatives for other LO associations. This is a necessary and justified consequence of our work as a trade union.

Partners offering membership benefits, such as banking and insurance, act as our data processor and will receive your name and national identity number to verify that you are entitled to the relevant membership benefit. With your consent, we will also be able to share your name and contact information to our partners so that they can market their services to you.

We also keep personal data in accounting records, etc. in accordance with legal requirements. Economic audits and any oversight may also include information about you.

When conducting courses in which you participate, we may share necessary personal information about you with the course organizer, course location (hotel etc.), supervisor / course holder or employee representative from another level of organization.


We may share contact information (for instance e-mail address or telephone number) with companies conducting anonymous surveys or voting, such as for referendum on collective bargains or election of board members.

Representatives' access to your personal information

Local shop stewards have only access to local members in Min Side (My Page). This includes only contact and member information, listing of union courses you have partaken and insurance information. Local shop stewards also receive information about new members in the workplace, so that members' interests can be safeguarded, among other things, in negotiations.

The shop stewards will not be given access to correspondence or information about cases, unless the member himself agrees to this in the specific case or submits such information to the shop stewards on his own initiative.

Shop stewards and employees in districts and unions have access to members belonging to their own organizational level in the membership system. This includes contact and member information, employee relations, course overview,



insurance and payment information. The shop stewards will not be given access to correspondence or case information, unless the member himself agrees to this in the specific case or submits such information to the shop stewards on his own initiative.

Central shop stewards and employees have access to all stored information in the member system about all members, as well as access to correspondence and information about cases in individual cases, where the shop steward/employee are the case manager.

Your privacy rights

You have a number of privacy rights. We will respond to your inquiry as soon as possible, at the latest within one month. You can also exercise some of the rights through “Min Side” (My Page).

You are entitled access to which personal data we have registered about you. You can see some of the information we have registered about you by logging into “Min Side” (My Page).

You may update or change some of the information we have about you on “Min side” (My Page), for example if get a new address, phone number, etc. If we have registered incorrect information about you that you cannot correct yourself, you may require that it be corrected.

You may ask us to delete your personal information when the purpose of the use is fulfilled. Please note that EL og IT are not only subject to the privacy rules, but also other laws and regulations. Statutory obligations may demand that we still need to retain some information, for example for accounting and historical purposes.

You may oppose use of your information to direct marketing, including profiling. You can manage this at “Min Side” (My Page).



Data portability

You can request your information transferred to you or to another union/federation.

If you believe that we process personal data unlawfully, you have the right to appeal to The Norwegian Data Protection Authority. However, we hope that you will contact us first, so that we can assess the matter and resolve any misunderstandings.

What happens to your registered information if you leave EL og IT


When registering to leaving the union, the date and the reason for leaving are registered.

Upon leaving, personal data will be deleted within six months. Some information will be kept for a longer period than the aforementioned six months. This is information that we are required to keep, such as information on payment of union dues (invoice), which we must keep for at least five years in accordance with the Accounting Act, as well as information we are required to keep for historical reasons. This information is stored for this purpose only.

EL og IT will retain personal data for longer, if this is necessary to handle a specific case, complains or legal dispute, if it persists after your membership has expired. We will then delete the information when the case is complete and the need for the information ceases.

Newsletter and communication with the members

EL og IT has an information responsibility to its members. Information about activities and memberships must be organized and made available to you as a member. EL og IT uses various channels for communication with its members. Members and others can subscribe to voluntary newsletters, sent out every other week via LO Media. When distributing, the news content is linked to personal data such as name and e-mail address, so that the letter is sent to the correct recipients. As a recipient, you can submit and withdraw consent to receive voluntary newsletters. You can do this by clicking on the subscription link found in the footer of all newsletters sent from EL og IT.



We also send out information on, for example, collective bargaining and any conflict. This is information that is considered necessary to distribute in regards to the main purpose and activities as a trade union, including its own distributions related to voting polls. As a member, you cannot unsubscribe from this type of email.

Members with positions of trust will receive information related to their duties as shop stewards, including information relating to collective bargaining, co-determination and training.

EL og IT's website

The EL og IT's website has its own privacy and cookies statements. There is no link between the website and membership system or "Min Side" (My Page).

Systematic work with privacy policy

EL og IT work systematically on privacy and information security. The work is carried out in accordance with a separate internal control system.

Changes in this privacy policy terms

We may update or change the privacy statement. In that case, you will be informed about changes of importance to you as a member.

Contact information

If you have any questions or other privacy concerns, please contact our Data Protection Officer:

Geir Aasen

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