

# **IAU Privacy Policy for IAU Conferences**

#### **GENERAL Information**

Thank you for your interest in the 16<sup>th</sup> General Conference (hereafter referred to as 'the Conference') organised by the International Association of Universities (hereafter referred to as 'IAU' or 'we'). The privacy of our attendees is important to us. Any 'personal data' (as defined below) that is necessary in relation to the conference will only be processed within the legal framework set out in the data protection provisions of the European Union, and in particular the *General Data Protection Regulation* (GDPR).

By commencing the registration for the Conference, you acknowledge that you have read this Privacy Policy and that you agree with it. We reserve the right to regularly change the Privacy Policy as we believe appropriate. Any such change will be communicated through the <u>Website</u>.

This Policy is not valid for the pages hosted by third parties to which IAU may refer and whose privacy polies may differ. Therefore, IAU cannot be held responsible for any data processed on these external websites.

In this Policy, we set out which personal data will be collected and used, and for what purposes this data will be collected and used. Moreover, this Policy includes all information concerning your rights regarding the processing of your personal data.

## 1. Purpose of Data Protection

We process your personal data on the basis of your consent. The object of this Policy is the 'personal data' collected during the registration process for the Conference. 'Personal data' is defined as 'any information relating to an identified or identifiable person'. This can include details such as names, postal addresses, email addresses, phone numbers and other registration related information. This information is solely used for the registration and organisation of the conference.

# 2. <u>Data Controller – contact details</u>

International Association of Universities (IAU) / International Universities Bureau Secretariat UNESCO House

1, rue Miollis

75732 Paris Cedex 15

France

**Tel.**: (33 1) 45 68 48 00 **Fax**: (33 1) 47 34 76 05

For any suggestions of questions related to data protection, you can contact us to:

info@iau-aiu.net

# 3. Purpose of Personal Data Collected

IAU wishes to organize conferences that serve networking purposes and it solely uses the information for the conference. The data is stored in a secure database and after the conference, the information is archived for historical purposes and to analyse the number of conference participants and country representation over the years.

The personal data that will be collected in relation to the registration and organisation of the Conference will be used for the following purposes:

- Sending of practical information to participants about the conference;
- Printing of conference badges for the conference participants;

- Preparing the registration process on site;
- Printing a list of participants, which will be disseminated to participants through the
  conference bags with the purpose of facilitating networking among participants. If you do
  not wish to appear in the list of participants, please indicate this to Trine Jensen
  (<u>t.jensen@iau-aiu.net</u>). This list will not be shared electronically with participants or any
  other third party;
- Participants who sign up for the networking function will be able to exchange through the dedicated online networking space;
- After the conference, the data is used for sending a conference evaluation in order to improve the conference experience as well as to invite participants to consider participating in the next IAU conference;
- Information entered for payment purposes is used solely for its specific payment purpose and is treated with confidence. Only relevant IAU staff members have access to this information for the single purpose of processing the payment;
- Photos will be taken during the conference. The photos will be uploaded to a dedicated platform and the link to the photos will only be shared with participants. Participants are not identified in the photos.
- IAU reserves the right to use some photos for IAU publications in order to report on the conference, but will not indicate any names of participants without prior consent.

The personal data is not shared with, or sold to, any third party.

## 4. Your Privacy Rights

You have the following rights vis-à-vis the Conference concerning your privacy:

- The right to be informed, which is the purpose of this Privacy Policy.
- The right to obtain a copy of your personal data. There is no fee for this request, unless repeated requests are made for the same data. We will provide the data as soon as possible.
- The right to have your personal data rectified if it is inaccurate or incomplete. This will be done within a month of the request.
- The right to have the processing of your data restricted or stopped if you contest its accuracy. The processing will be restricted until the matter is resolved. We will inform you of that resolution.
- The right to erasure. You have the right to request that we erase your personal data in specific circumstances.
- The right to object to the processing of your data if you contest its accuracy or if there are grounds relating to your particular circumstances.

# 5. Questions about this Privacy Policy

In case you have any specific requests or questions regarding the use of the data related to the conference, please send a detailed message to Trine Jensen (<u>t.jensen@iau-aiu.net</u>). We will do our best to resolve your concerns.

Thank you for your understanding and support, we look forward to seeing you in Dublin!

IAU 16<sup>th</sup> General Conference in Dublin 2022