

Privacy Policy

How we collect information

ICLHE 2019 Conference does not collect personal information from your written input through both interaction with the Conference website. It only collects information indirectly for event registration and abstract submission.

Information you provide

The types of personal information ICLHE 2019 collects from you indirectly may include:

- Contact details, including your title, name, email address, postal address, and telephone number;
- Institutional affiliation and identification;
- Research interests;
- Membership to ICLHE Association;
- Information about special diet requirements for catering services suppliers;
- Private usernames and passwords;
- Website security roles to allow you to securely perform some limited functions within the ICLHE 2019 Conference website;
- History of applications to and participation in the ICLHE 2019 Conference events and activities (including Section, Colloquia, Panel and Paper proposals, manuscript submissions and manuscript reviews);
- Payment information, such as bank details;
- Comments, feedback, posts and other content you provide to ICLHE 2019 Conference;
- Consent to receive emails from subscription lists;
- Internet Protocol (IP) addresses used to connect your computer to the Internet;
- Logging acceptance of the Privacy Policy and other Terms and Conditions;

You are under no statutory or contractual requirement or obligation to provide us with your personal information; however, we require certain information above in order for us to deal with you as a service user in an efficient and effective manner.

The legal basis for processing your data is based on your specific consent that we will have requested in accordance with this policy, therefore we will not store, process or transfer your data outside the parties detailed above unless we have an appropriate lawful reason to do so.

Other information we collect

- Photography at the ICLHE 2019 Conference.

Photographs are taken during the plenary sessions, panel/teaching rooms, other public activities related to ICLHE 2019 Conference and in public areas. Participants are informed in advance of, and during the event of when and where photography will take place and are given opportunities and methods to either avoid being photographed or to have any images taken deleted on the spot or at a later date. Photographs are used as a historical record of the event and may be posted on the ICLHE 2019 Conference and ICLHE Association social media channels where they can be shared. No other personally identifiable information is provided alongside any photographs of individuals unless the ICLHE 2019 Conference has explicit consent.

- Filming at ICLHE 2019 Conference events

ICLHE 2019 films some of its plenary activities at its events, for example lectures and welcome addresses. These films will be broadcast in live streaming to all ICLHE members through the ICLHE 2019 website Private Zone. They will also be used as a historical record and academic resource and may be posted on the ICLHE 2019 Conference and ICLHE Association social media channels where they can be shared. Explicit consent is sought from any presenters included within this filming and audience members are informed in advance of the event and on the day of any filming to take place, so they have an opportunity to avoid being captured. Any audience members are given opportunities and methods to either avoid being filmed or have any images taken deleted at a later date.

Use of your information

ICLHE 2019 Conference uses your personal information to deliver a range of benefits, services and activities. These might include:

- To determine whether you are eligible for member benefits dependent on your stage of career – e.g. discounted event fees for students.
- To process your attendance at ICLHE 2019 Conference events – e.g. processing of academic assessment via peer review, registration and payments, timetabling, production of the online and printed programmes and participant badges, production of signing-in sheets or systems, informing the catering services about your special diet requirements or any other services requested.
- To share with you information about ICLHE Association.
- To analyse trends in participation in ICLHE Association events and activities across gender, geography, generations and research field for the purpose of meeting ICLHE Association's objectives.
- To conduct minimal manual profiling to target communications based on interest, provision of services and membership benefit.
- To send out service and marketing communications.

We retain a record of your personal information in order to provide you with a high quality and consistent service. We will always retain your personal information in

accordance with the General Data Protection Regulation (GDPR) and personal data shall be kept for no longer than is necessary for the purposes for which it is being processed.

Sharing your information

We may share your personal information with other organisations in the following circumstances:

- If the law or public authority says we must share personal information; or
- If we need to share personal information in order to establish, exercise or defend our legal rights (this includes providing personal data to others for the purposes of preventing fraud and reducing credit risk); or
- If we need to share your data for ICLHE organisation purposes such as the organisation of the ICLHE 2019 Conference.

ICLHE 2019 Conference will not share your personal information with any unaffiliated third parties except for the strict purposes of delivering contractual services. Any data transferred will be limited to necessity, anonymised where possible and encrypted when transferred. Any sharing of data will be subject to separate Data Processing Agreements (DPAs) with the recipients.

Personal information is collected by both online registration systems used through Universitat Jaume I, and by online peer review systems used through EasyAbs. This data is collected upon separate agreement between the user and the owner of the system and is not collected or transferred from the ICLHE 2019 website.

Some individual users affiliated to ICLHE Association may be given access to specific sets of personal information via the ICLHE 2019 Conference website for a specific purpose and time frame, for example ICLHE 2019 Conference Section Chairs, Scientific Committee. In these cases, access to data is limited only to that required to perform their specific role.

Links to third party websites

The ICLHE 2019 Conference's website may include links to third-party websites. In using such links, please be aware that each third-party website is subject to its own privacy and data protection policies and is not covered by our Privacy Policy.

When using our websites and/or mobile applications, you may be able to share information through social networks like Facebook or Twitter. For example, when you 'like' or 'share' our content. When doing this, your personal information may be visible to the providers of those social networks and/or their other users. Please remember it is your responsibility to set appropriate privacy settings on your social network accounts so you are comfortable with how your information is used and shared on them.

Security

ICLHE 2019 Conference will use appropriate physical, technical and administrative safeguards to protect your data. Access to your personal data will be restricted to only those who need to know that information and require it to perform their job function

Your rights

You have the right to make a written request to be informed whether or not we hold or process any of your personal information (by emailing: iclhespain@uji.es). In your written request, you may:

- Request that we provide you with details of your personal information that we process, the purpose for which it is processed, the recipients of such information, the existence of any automated decision making involving your personal information, and the transfer safeguards we have in place;
- Request that we rectify any errors in your personal information;
- Request that we limit the processing of or delete your personal information if our continued processing of such information is not justified;
- Request that we transfer your personal information to a third party;
- Object to automated decision-making and profiling based on legitimate interests or the performance of a task in the public interest (in which event the processing will cease except where there are compelling legitimate grounds, such as when the processing is necessary for the performance of a contract between us);
- Object to direct marketing from us; and
- Object to processing for purposes of scientific, historical research and statistics.

We will not use your personal information for marketing purposes, nor disclose your information to any third parties, unless we have your prior consent, which we will seek before collecting your personal information. You can exercise your right to prevent such processing by checking certain boxes on the consent forms we use when collecting your personal information. If at any point you wish to review or change your preferences, you can use the 'opt-out' or 'unsubscribe' mechanism or other means provided within the communications that you receive from us or by sending an email to iclhespain@uji.es. Note that you may still receive transactional communications from ECPG and third parties.

Changes to this Privacy Policy

ICLHE 2019 Conference reserves the right to modify its Privacy Policy at any time without notice. Any changes to the Privacy Policy will be posted on this page and will become effective on the date of posting. We encourage you to periodically review this page for the latest information on our privacy practices.

Recourses

Any comments, complaints or questions concerning this policy or complaints or objections about our use of your personal information should be addressed to iclhespain@uji.es

