



Conference Management Software Privacy Statement

An Overview of Data Protection

General

The following gives a simple overview of what happens to your personal information when you visit and use this ConfTool installation. Personal information is any data with which you could be personally identified. Detailed information on the subject of data protection can be found in our privacy policy listed below.

Services used to store and process your data

The operators of this web-based system use **ConfTool Pro** to prepare and organize this event. The ConfTool software and the servers storing and processing your data are provided by **ConfTool GmbH**. All servers are hosted by ConfTool GmbH and are located in ISO 27001 certified data centers in Germany. **All data is stored and processed on behalf of the organizers of this event, they are the operators of this ConfTool installation** (hereinafter also referred to as "we or "us"). Every event uses a separate installation and database and every ConfTool operator has only access to the data of his/her own installation (corresponding to the data separation principle of Art. 64 (3) BDSG 2018).

ConfTool GmbH will never use the data of any of the installation for other purposes as authorized by the ConfTool operator. ConfTool GmbH will never distribute any data to third parties without prior written authorization of the ConfTool operators. ConfTool GmbH is a German software service provider that considers the standards of the European GDPR and the German BDSG.

Data collection when using the ConfTool system

Who is responsible for the data collected by this ConfTool installation?

The data collected by this ConfTool installation are used and processed by the **operator of this ConfTool** installation. A link to the operator's contact details can be found in the legal notice in the lower left corner of every ConfTool page.

How do we collect your data?

Some data are collected when you provide them to us. This could, for example, be data you enter into a form when you create a user account, submit a proposal or register as participant.

Other data are collected automatically by our IT systems when you access the ConfTool system. These data are primarily technical data such as the browser and operating system you are using or the date and time when you accessed the page. These data are collected automatically as soon as you access and use the ConfTool system.

What do we use your data for?

Part of the data are collected to ensure the proper functioning of the ConfTool system. Other data can be used to analyze your user behavior.

What rights do you have regarding your data?

You always have the right to request information about your stored data, its origin, its recipients, and the purpose of its collection at no charge. You also have the right to request that it be corrected, blocked, or deleted. You can contact us at any time using the address given in the legal notice if you have further questions about the issue of privacy and data protection. You may also, of course, file a complaint with the competent regulatory authorities.



General and Mandatory Information

Data protection

The operators of this ConfTool installation take the protection of your personal data very seriously. We treat your personal data as confidential and in accordance with the statutory data protection regulations and this privacy policy.

If you use this ConfTool installation, various pieces of personal data will be collected. Personal information is any data with which you could be personally identified. This privacy policy explains what information we collect and what we use it for. It also explains how and for what purpose this happens.

Please note that data transmitted via the internet (e.g. via e-mail communication) may be subject to security vulnerabilities. A complete protection of your data from third-party access is not possible.

Party responsible for this ConfTool installation

The party responsible for the data processing with this ConfTool installation is:

Instituto de Economia
Room 107
Avenida Pasteur, 250
Urca, 22290-240
Rio de Janeiro
Brazil

Contact Address: conference.2018@globelics.org

Homepage URL: <http://globelicsconference2018.org/>

The responsible party is the natural or legal person who alone or jointly with others decides on the purposes and means of processing personal data (e.g. names, e-mail addresses, etc.).

Revocation of your consent to the processing of your data

Many data processing operations are only possible with your express consent. You may revoke your consent at any time with future effect. An informal e-mail making this request is sufficient. The data processed before we receive your request may still be legally processed.

Right to file complaints with regulatory authorities

If there has been a breach of data protection legislation, the person affected may file a complaint with the competent regulatory authorities. The competent regulatory authority for matters related to data protection legislation is the data protection officer of the country (or state) in which the operator of this ConfTool installation is headquartered. A list of the data protection officers of Germany and other EU countries and their contact details can be found at the following

link: https://www.bfdi.bund.de/DE/Infothek/Anschriften_Links/anschriften_links-node.html.

Right to data portability

You have the right to have data which we process based on your consent or in fulfillment of a contract automatically delivered to yourself or to a third party in a standard, machine-readable format. If you require the direct transfer of data to another responsible party, this will only be done to the extent technically feasible.

SSL or TLS encryption

This ConfTool installation uses SSL or TLS encryption for security reasons and for the protection of the transmission of confidential content, such as the inquiries you send to us as the operator of this ConfTool installation. You can recognize an encrypted connection in your browser's address line when it changes from "http://" to "https://" and the lock icon is displayed in your browser's address bar.

If SSL or TLS encryption is activated, the data you transfer to us cannot be read by third parties.



Information, blocking, deletion

As permitted by law, you have the right to be provided at any time with information free of charge about any of your personal data that is stored as well as its origin, the recipient and the purpose for which it has been processed. You also have the right to have this data corrected, blocked or deleted. You can contact us at any time using the address given in the legal notice if you have further questions on the topic of personal data.

Opposition to promotional e-mails

We hereby expressly prohibit the use of the contact data published in the context of website legal notice requirements with regard to sending promotional and informational materials not expressly requested. The operator of this ConfTool installation reserves the right to take specific legal action if unsolicited advertising material, such as e-mail spam, is received.

Data Collection in the ConfTool System

Cookies

The ConfTool system uses cookies. Cookies do not harm your computer and do not contain any viruses. Cookies help make the ConfTool system more user-friendly, efficient, and secure. Cookies are small text files that are stored on your computer and saved by your browser.

Most of the cookies we use are so-called "session cookies." They are automatically deleted after your visit. Other cookies remain in your device's memory until you delete them. These cookies make it possible to recognize your browser when you next visit this ConfTool installation.

You can configure your browser to inform you about the use of cookies so that you can decide on a case-by-case basis whether to accept or reject a cookie. Alternatively, your browser can be configured to automatically accept cookies under certain conditions or to always reject them, or to automatically delete cookies when closing your browser. Disabling cookies will limit the functionality of this ConfTool installation.

Cookies which are necessary to allow electronic communications or to provide certain functions you wish to use (such as the shopping cart) are stored pursuant to Art. 6 paragraph 1, letter f of GDPR. The operator of this ConfTool installation has a legitimate interest in the storage of cookies to ensure an optimized service provided free of technical errors. If other cookies (such as those used to analyze your surfing behavior) are also stored, they will be treated separately in this privacy policy.

System logging

The operator of this ConfTool installation automatically collects and stores information that your browser automatically transmits to us in a "server log" and a "ConfTool user log". These information are:

- Page accessed and data transmitted
- Date and time of the server request
- Browser type and browser version
- Operating system used
- Referrer URL
- IP and host name of the accessing computer

These data will not be combined with data from other sources. The data are mainly used to improve security and usability of the system and allows the ConfTool operators to help you when you have problems using the system.

The basis for data processing is Art. 6 (1) (f) GDPR, which allows the processing of data to fulfill a contract or for measures preliminary to a contract.



Contact form

Should you send us questions via the contact form, we will collect the data entered on the form, including the contact details you provide, to answer your question and any follow-up questions. We do not share these data without your permission.

We will, therefore, process any data you enter into the contact form only with your consent per Art. 6 (1)(a) GDPR. You may revoke your consent at any time. An informal e-mail making this request is sufficient. The data processed before we receive your request may still be legally processed.

We will retain the data you provide on the contact form until you request its deletion, revoke your consent for its storage, or the purpose for its storage no longer pertains (e.g. after fulfilling your request). Any mandatory statutory provisions, especially those regarding mandatory data retention periods, remain unaffected by this provision.

Registration with this ConfTool installation

You can register with the ConfTool system in order to access functions offered here. The input data will only be used for the purpose of using the respective website or service for which you have registered. The mandatory information requested during registration must be provided in full. Otherwise, we will reject your registration.

To inform you about important changes such as those within the scope of this ConfTool installation or technical changes, we will use the e-mail address specified during registration.

We will process the data provided during registration only based on your consent per Art. 6 (1)(a) GDPR. You may revoke your consent at any time with future effect. An informal e-mail making this request is sufficient. The data processed before we receive your request may still be legally processed.

We will continue to store the data collected during registration for as long as you remain registered in this ConfTool installation. Statutory retention periods remain unaffected.

Processing of data (customer and contract data)

We collect, process, and use personal data only insofar as it is necessary to establish, or modify legal relationships with us (master data). This is done based on Art. 6 (1) (b) GDPR, which allows the processing of data to fulfill a contract or for measures preliminary to a contract. We collect, process and use your personal data when accessing this ConfTool installation (usage data) only to the extent required to enable you to access our service or to bill you for the same.

Collected customer data shall be deleted after completion of the order or termination of the business relationship. Legal retention periods remain unaffected.

Data transferred when signing up for services and digital content

We transmit personal data to third parties only to the extent required to fulfill the terms of your contract with us, for example, to banks entrusted to process your payments.

Your data will not be transmitted for any other purpose unless you have given your express permission to do so. Your data will not be disclosed to third parties for advertising purposes without your express consent.

The basis for data processing is Art. 6 (1) (b) GDPR, which allows the processing of data to fulfill a contract or for measures preliminary to a contract.

Newsletter

Newsletter data

If you would like to receive news about this event, we require a valid e-mail address as well as information that allows us to verify that you are the owner of the specified e-mail address and that you agree to receive the newsletter. No additional data is collected or is only collected on a voluntary basis. We only use these data to send the requested information and do not pass it on to third parties.

We will, therefore, process any data you enter into the contact form only with your consent per Art. 6 (1) (a) GDPR. You can revoke consent to the storage of your data and e-mail address as well as their use for



sending the newsletter at any time. The data processed before we receive your request may still be legally processed.

The data provided when registering for the newsletter will be used to distribute the newsletter until you cancel your subscription when said data will be deleted. Data we have stored for other purposes (e.g. e-mail addresses for the author or participant area) remain unaffected.

Tools

Google Web Fonts

For uniform representation of fonts, this page uses web fonts provided by Google. When you open a webpage, your browser loads the required web fonts into your browser cache to display texts and fonts correctly.

For this purpose your browser has to establish a direct connection to Google servers. Google thus becomes aware that this ConfTool installation was accessed via your IP address. The use of Google Web fonts is done in the interest of a uniform and attractive presentation of this ConfTool installation. This constitutes a justified interest pursuant to Art. 6 (1) (f) GDPR.

If your browser does not support web fonts, a standard font is used by your computer.

Further information about Google web fonts, can be found at <https://developers.google.com/fonts/faq> and in Google's privacy policy at <https://www.google.com/policies/privacy/>.

Payment Services

Encrypted payments

If you enter into a contract which requires you to send us your payment information (e.g. account number for direct debits), we will require this data to process your payment.

Payment transactions using common means of payment (Visa/MasterCard, direct debit) are only made via encrypted SSL or TLS connections. You can recognize an encrypted connection in your browser's address line when it changes from "http://" to "https://" and the lock icon in your browser line is visible.

In the case of encrypted communication, any payment details you submit to this ConfTool installation or a payment service provider cannot be read by third parties.

MasterCard Internet Gateway Service (MiGS) Virtual Payment Client (VPC) Gateway [Australia,Asia,Middle East,Africa]

This ConfTool installation accepts credit card payments via MasterCard Internet Gateway Service (MiGS) Virtual Payment Client (VPC) Gateway [Australia,Asia,Middle East,Africa].

If you select credit card payment, the payment data you provide will be supplied to the gateway provider and the corresponding credit card networks and banks based on Art. 6 (1) (a) (Consent) and Art. 6 (1) (b) GDPR (Processing for contract purposes). You have the option to revoke your consent at any time with future effect. It does not affect the processing of data previously collected.

Changes to our Privacy Statement

Please note that we may update this statement if required.

This statement was last updated on 30/May/2018.