

EBE ORL-HNS – PROGRESS TEST

DATA PROTECTION REGULATIONS acc. EU-GDPR

1. General Regulations

The EBE ORL-HNS reserves the right to amend the existing data protection regulations in strict accordance with prevailing legal norms at any time.

1.1. Personal Data:

Your voluntarily transmitted personal details (through submission in the online forms respectively sent by your group coordinator) will be collected, saved and processed in accordance with the most recent legislation on data protection (EU-GDPR 2018).

Registration

A registration to the EBE ORL-HNS progress test is not possible without collecting, saving and processing your personal data. This is solely for the purpose of organising and realising the progress test. Your data will only be passed on to third parties, who are directly involved in running the event and when the organisational process makes it necessary.

1.2. Links to other websites:

Our online forms may contain links to other websites. The EBE ORL-HNS/ Wiener Medizinische Akademie GmbH is not responsible for the data you provide on other websites. Our partner companies are also bound to act according to EU-GDPR, the implementation however rests with each company individually. Our data protection guidelines are solely applicable to data controlled by us (Wiener Medizinische Akademie GmbH).

2. Information Obligation acc. Art 12-14 EU-GDPR (EU-DSGVO)

We would be pleased to provide you with the following information describing the type, purpose and scope of the processing of your personal data.

2.1. Controller

EBE ORL-HNS / Wiener Medizinische Akademie, Alser Str. 4, 1090 Vienna

T: +43 1 405 1383 0

E-mail: dataprotection@medacad.org

Management of the person responsible: Mirjam Uebelhör, Jerome del Picchia

Data Protection Coordinator: Nikolett Ruoss

The data is collected within the framework of the EBE ORL-HNS progress test

Data processor:

Vienna Medical Academy /Wiener Medizinische Akademie GmbH, Alser Str. 4, 1090 Vienna

T: +43 1 405 1383 0

E-mail: dataprotection@medacad.org

Management of the person responsible: Mirjam Uebelhör, Jerome del Picchia

Data Protection Coordinator: Therese Popp

The data is collected within the framework of the EBE ORL-HNS progress test

2.2. Purposes of Processing:

Depending on the participant status and the bookings of the data subject (see Booking Overview E-Mail), the data are processed for one or more of the purposes listed below.

<i>Processing Purpose</i>	<i>Data Categories</i>
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<i>Participant Management</i>	<i>name contact data address data/invoice data registration data</i>
<i>General Organisation</i>	<i>name & city/country institution/organisation (if necessary) specialisation (if necessary) statistical data</i>
<i>General Organisation / Accounting</i>	<i>name contact data registration data additional bookings bank data (if necessary) credit card data (if necessary)</i>
<i>Marketing & Development</i>	<i>name contact data statistical data (ONLY anonymised)</i>

2.3. Legal Basis for the data processing purposes:

Processing Purpose	Legal Basis
<i>Participant Management</i>	<i>Binding completion of the registration for the participation of the selected event Written confirmation of the group coordinator that participant data may be used Consent of the data subject (sensitive data)</i>
<i>Scientific Management</i>	<i>Acceptance of active participation in the selected event</i>
<i>General Organisation</i>	<i>Fulfillment of contract and law Legitimate interest of the controller (see point 4.4.)</i>
<i>Marketing & Development</i>	<i>Legitimate interest of the controller (see point 4.1.-4.2.)</i>

2.4. Third Party Data Recipients – Categories:

The recipients only receive the data they require, not your full data record. Your data will only be forwarded when the organisational process makes it necessary – in accordance with your bookings – and when a legal basis exists.

Processing Purpose	Data Categories	Recipient Categories
<i>Participant Management (Virtual Exam Platform)</i>	<i>name contact data address data/invoice data registration data</i>	<i>organising society, service providers (fulfilment agents)</i>

<i>General Organisation</i>	<i>name & city/country institution/organisation (if necessary) specialisation (if necessary)</i>	<i>organising society, service providers (fulfilment agents)</i>
<i>General Organisation / Accounting</i>	<i>name contact data registration data additional bookings bank data (if necessary) credit card data (if necessary)</i>	<i>organising society, responsible authorities, bank, fiscal office, tax consultant, service providers (fulfilment agents)</i>
<i>Development</i>	<i>statistical data (ONLY anonymised)</i>	<i>organising society</i>

2.5. Data Storage Period:

Sensitive data, which are collected with consent of the data subjects, as well as passport data and information submitted for statistical data collection are irrecoverably deleted with the end of the event wrap-up.

All other data are stored for 7 years, to meet the retention period according to the Austrian VAT Act 1994 (Umsatzsteuergesetz 1994) and to permit post-event support and service (i.e. belated participation confirmations and presentation certificates).

In the case of (e.g. annually) recurring congresses, the data are stored for at least 7 years after the end of the entire event series.

Upon revocation of the person concerned, their data will be deleted immediately.

3. Data Subject Rights

We are pleased to inform you about your rights according to EU-GDPR:

3.1. Data Subject Rights acc. Art 15-21 EU-GDPR:

- *Right of access by the data subject*
- *Right to rectification*
- *Right to erasure/”Right to be forgotten”*
- *Right to restriction of processing*
- *Right to data portability*
- *Right to object (at legitimate interest of the controller)*

Detailed descriptions can be found here:

<http://eur-lex.europa.eu/legal-content/EN/TXT/HTML/?uri=CELEX:32016R0679&from=EN>

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3.2. Right to withdraw consent acc. Art. 7 EU-GDPR

Depending on your participant status, we kindly ask you for different declarations of consent. These are queried within the online forms or directly inquired from the affected person/group coordinator/company representative. The declarations of consent are not compulsory according to the EU GDPR.

Each data subject has the right to withdraw his/her given consent(s) at any time. The withdrawal of the consent does not affect the legality of the processing carried out based on the declaration of consent until the withdrawal.

Processing of your data by EBE ORL-HNS

Your personal data (comprising name, contact data, address data, organization/institute & registration category), collected by the Vienna Medical Academy GmbH, may be passed on to EBE ORL-HNS. The named society has permission to process your personal data and to contact you directly for own purposes incl. society newsletters, promotion of topic-related events, information about activities of the society (eg: membership, competitions, travel grants, etc.) and the evaluation and further development of the current event, as well as its future editions.

-> this declaration of consent is queried within the online registration

3.3. Right to lodge a complaint with a supervisory authority acc. Art 77 EU-DSGVO

Every data subject shall have the right to lodge a complaint with a supervisory authority, if the data subject considers that the processing of personal data relating to him/her infringes to the EU-GDPR. If in your opinion the data proceeding would be contrary to the data processing law or to your data protection high demands, you may complain to the Austrian data protection authority.

4. Description of other Purposes

Legitimate Interests of the Controller acc. Art 6 (1) f) EU-GDPR

4.1. Advertising/Marketing:

Processing data of the data subject to inform him/her about the above-mentioned event, as well as future and topic-related events.

4.2. Development:

Processing data of the data subject to develop the programme as well as the organisation and implementation of the above-mentioned event, future and topic-related events.

4.4. Accreditation & Adherence to national and international compliance regulations: DFP, CME, EFPIA, MedTech, etc.

Processing data of the data subject in order to organise the accreditation of the scientific programme and to adhere to national and international compliance regulations in the field of medical events. Concerns the following data subject categories: organising society