# Privacy information: Processing of personal data

By consenting to the processing of personal data, you accept that the Organizer will process information about you as described further in more detail. The degree of processing of personal data depends on the information you submit via this event system and the further consent that you give.

## Basic requirements for the processing of personal data

The Organizer is responsible for the storage and use of your personal data (Processing manager). Furthermore, the Organizer is responsible to ensure that there is an adequate legal basis as well as to assess the lawfulness for the processing of your personal data in accordance with the respective laws and regulations.

The information is processed in accordance with the requirements of the Personal Data Act with regulations such as e.g. the Personal Data Protection Ordinance (Ordinance 2016/679).

These rules give you a series of rights, the most central of which are described below. The rules also state that your consent must be given at the same time as information about you is obtained.

### Purpose of the processing

The purpose of the processing of personal data is to give you the best possible access and follow-up regards the event/s and course/s you have registered for by the organizer.

# Personal data categories

This information is processed in connection with your registration:

- First name and last name
- E-mail address
- Telephone number

The following information is processed in connection with registration to and the implementation of an event, to the extent that the Organizer requests this:

- Country
- Address
- Belonging to a company/organization
- Occupation and title
- Participant category
- Information about membership
- Participation in events
- The name and date of the event
- Registration

- Deregistration
- Changes in registration
- Payments
- Food preferences
- Information for use for hotels and room bookings
  - Information about fellow travelers
  - Room type
  - Information about check-in and check-out
  - Dates
- Other practical information that the organizer requests in relation to the event in question

# Information security

The organizer follows the requirements for information security in chapter 2 of the Personal Data Regulations and the Personal Data Protection Regulation.

The Organizer as responsible Data Controller uses Proviso AS as Data Processor in connection with the implementation of its events and the processing of the respective data as described in this Privacy information.

# Storage time

The information is stored in accordance with the consent given by you.

If you withdraw your consent, the information about you will be deleted within a week after the event has ended. Information that is necessary for invoicing purposes must in accordance with the accounting legislation be kept for 5 years. Information that is stored according to requirements in said laws will only be processed for such purposes and access to the information will be severely limited.

To withdraw your consent please contact the Organizer as responsible Data Controller via the provided e-mail address.

#### **Rights - more information**

You have the right to access information stored about you and may require correction of your information. You can also request information about yourself to be deleted.

For the execution of any of your rights as data subject please contact the Organizer as responsible Data Controller.

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