

# European Brain Council (EBC) Data Privacy Policy

EBC values the protection and confidentiality of your personal data. We provide users the opportunity to unsubscribe from our mailing lists through an "unsubscribe" button which is available at the bottom of emails. EBC will use your personal data only for the purpose for which you have given permission. EBC will not sell, rent, loan, trade or lease any personal information collected online or offline.

EBC will not share your personal information with others, and all information is to be kept confidential unless explicit consent to share is given by the user.

However, to avoid people receiving multiple invitations for the same co-organised event, EBC reserves the right to share your first name, last name and employer with the partner organisation(s) to avoid duplication of the final invitation lists. We will not, however, share your phone number, email, address or any contact information.

EBC uses secure data networks that are protected by password protection systems.

EBC's security and privacy policies are periodically reviewed and enhanced as necessary. Only authorised individuals have access to the information provided by our contacts.

Our databases are located in the European Union.

### How to withdraw consent to be emailed or unsubscribe from receiving emails:

If you wish to stop receiving emails from EBC, you may do so by clicking the "unsubscribe" link at the bottom of any email. Alternatively, please email us at: <u>privacy@braincouncil.eu</u> or write to us at: European Brain Council Rue d'Egmont 11 B-1000 Brussels Belgium

### Access to information and data rectification

You have the right to ask for a copy of the information EBC has about you. Furthermore, you have, at any time, the right to access, modify, correct and remove your data collected in our database. You can request this by contacting EBC by email: <u>privacy@braincouncil.eu</u> or in writing at: European Brain Council Rue d'Egmont 11 B-1000 Brussels Belgium

European Brain Council I Rue d'Egmont, 11 I BE - 1000 Brussels ☎ +32 (0) 2 513 27 57 I info@braincouncil.eu I У @EU\_Brain V.A.T. : BE 0864 644 340 I www.braincouncil.eu

## What personal data does EBC process?

EBC only collects the personal data needed to carry out a service requested by you (or by a third party).

## When and why does EBC process personal data?

EBC only processes these data in certain situations:

- If you have explicitly given your permission to do so;

- Or, if it is necessary to process the data in order to provide a service you have requested (e.g. your address to send a publication or your bank account number to provide a payment);

- Or, if we are legally obliged to process the data (e.g. your ID number to issue a pass to the European Parliament);

- Or, if it is necessary in the public interest or for a legitimate purpose (e.g. displaying organisations and persons who have received financial support on our website).

### How does EBC treat personal data?

Data about persons who are minors and sensitive personal data (e.g. health information or bank account numbers) are always treated as confidential and never made public.

Your data are only used for the service you have requested (unless the conditions described in the paragraph above are met) and we never pass on contact details to third parties for commercial purposes.

### How long does EBC keep personal data?

If you submit an application form, register for an event or make a payment, we will keep your data for the time needed to provide the service you have requested.

EBC may also decide to collect some data in an aggregated form, over a longer period of time, in order to evaluate and make adjustments to its own activities (e.g. website visitors, newsletter opening track record).

### Does EBC keep my personal data safe?

Your data are processed in a way that is safe. We therefore use various security technologies and measures to protect your data from unauthorised access, use, loss or publication. These technologies and measures are tested on a regular basis and updated if necessary.

### What can I do about my own personal data?

If you want to update any of your contact details, you can do so by emailing <u>privacy@braincouncil.eu</u>. You have the right to be 'forgotten'. To request this, please contact <u>privacy@braincouncil.eu</u>. If you consider that your data have been handled incorrectly, you can submit a complaint to the Privacy Commission.

#### **Contact us**

The controller of your personal data, under applicable data privacy legislation and in regard to the processing of personal information, is: European Brain Council Rue d'Egmont 11 B-1000 Brussels Belgium Email: <u>privacy@braincouncil.eu</u>

If you have questions about our privacy practices, you may contact us at the above address or by emailing <u>privacy@braincouncil.eu</u>