

Privacy Notice for the Gaia-X Events

We, the Gaia-X European Association for Data and Cloud AISBL (hereinafter “Gaia-X”, “we”, or “us”), take the protection of your personal data very seriously, and we strictly comply with the regulations of the data protection statutes.

In this privacy notice, we would like to inform you as a participant or guest at our events (hereinafter “participant” or “you”) or as a speaker or moderator at our events (hereinafter “speaker” or “you”) about the processing of your personal data with regard to the Gaia-X Events (hereinafter “Event”).

1. Controller

The data controller is Gaia-X with a registered office in Belgium, 1210 Brussel, Avenue des Arts 6-9. You can contact us with all personal data processing-related queries and questions related to this privacy notice by emailing info@gaia-x.eu.

2. Categories of personal data and data sources

In the course of hosting Events, whether online or in-person, Gaia-X will process your personal data to prepare, organise, and host the event as set out hereunder.

2.1 Registration for the Event

We process the following personal data of participants, speakers, and moderators in the preparation of meetings provided by you during the registration process:

- First and last name
- Email address
- Title
- Job title
- Phone / mobile phone number
- Company's / project's website
- Company name
- Address
- Newsletter subscription
- Invitation status
- Interests

We process these data to keep track of registrations and to allow us to keep you updated about details relating to the Event (such as topics, speakers, and schedules).

Registered participants may be entered into our database so we may contact them about similar future events. Should you object to be included in our database or If you do not want to receive event invitations from us, you can notify us by sending an email to info@gaia-x.eu.

2.2 Attendance at the Event

- Lists of participants

Gaia-X keeps a list with the names and affiliations of confirmed participants.

- Photography and videography

We may take photos during the Event to enable us to document it and promote awareness, for example, on social media and for the creation of offline communication material. If you do not wish your image to be taken or used, you may object at any time before, during, or after the Event, for example, by contacting us via email or otherwise using the above contact details.

We may film events to provide them to a broader audience, for instance, by live streaming them on our [YouTube](#) channel and Gaia-X [website](#).

- Online events

Use of video conferencing tools such as [Zoom](#) leads to the processing of various personal data, the scope of which is partly dependent on what details you enter before and during your participation to an online Event.

To the extent Zoom processes your personal data as attendee of the Event, we refer you to Zoom's Privacy Statement, accessible [here](#).

To participate in an online Event, you will be required to provide at least your name.

The following data will also be processed:

- **User details:** name, telephone (optional), e-mail address, password (if "single-sign-on" is not used), profile picture (optional), department (optional);
- **Contents:** topics and contents of the online meeting, including chat messages and shared files
- **Metadata:** subject and description of Event, participant's IP addresses, type of device / hardware information, participant information (screen name / join/leave time);
- **In case of optional recordings:** file of all audio, video and presentation files, text file of the online meeting chat;
- **When dialling in via your phone:** incoming and outgoing phone number, country, time of start and end of call. Additional connection data may be stored, such as the IP-address of your device;
- **Text, audio, and video data:** If you use the chat, question, or survey tool during an online Event, the text you enter will be used to display during the Event and possibly to document the Event. To enable the display of your video or broadcasting of your audio, data provided by your camera or microphone will be processed. You may mute the microphone or turn off the camera at any time within the Zoom application or in your browser.
- Recording of online Event

Should Gaia-X wish to record or live-stream an online Event, we will inform you transparently in advance and - if necessary - ask for your consent. The fact of the recording will also be displayed in the online meeting software.

Upon registration to Event, you can give your explicit consent to have your images recorded and published on our communication channels such as our website and social media accounts. The Gaia-X meeting host will also inform the participants at the start of the Event about alternatives on how to take part in the event without being recorded.

Consent is voluntary and refusal to consent will not disadvantage you. Participant camera and microphone functions will be by default set to “off” at the beginning of the Event. Should you not wish to consent to recording of audible data from your microphone and/or visible data from your camera, please do not activate your microphone or camera during the event.

If it is necessary for the purpose of logging the results of an online Event, we will log the chat content.

In the case of online Events, we may also process the questions asked by participants for the purposes of recording and follow-up of the Event.

If you are registered as a user with the service provider of the online meeting software, reports on online meetings (meeting meta data, telephone dial-in data, questions and answers in web seminars, survey function in web seminars) can be stored for longer periods of time with the relevant service provider. Such storage is subject to the privacy policy of this service provider.

3. Purpose and legal basis of the processing of personal data

3.1 Data processing due to the performance of a contract (Art. 6 Sec. 1 lit. b) GDPR)

Any personal data processed as part of your registration and to conduct the Event will be processed as this is necessary for the performance of a contract to which you are party. This includes the processing of your personal data to process your registration, contacting you for organisational purposes and conducting the Event.

3.2 Data processing due to legitimate interests (Art. 6 Sec. 1 lit. f) GDPR)

We also process personal data to pursue our legitimate interests to keep you posted about future Events, to document and promote our Events, and to gain insights into the impact of our Events and possibilities to optimise such events. In the latter cases, the legal basis will be our legitimate interest and therefore article 6 (1) f of the GDPR, except where such interests are overridden by the interests of fundamental rights and freedoms of the data subject, which require protection of personal data.

3.3 Consent (Art. 6 Sec. 1 lit a) GDPR

In those cases where you have consented to the use of your personal data, the legal basis is article 6 (1) a of the GDPR.

4. Disclosure of personal data

4.1 External service provider

Data may be accessed by service providers with whom we have entered into data processing agreements with, for the purposes of administering our events logistics, photography, filming, cloud services, or video conferencing.

The registration process is carried out by the platform [Hubspot](#). Therefore, participants’ and speakers’ personal data such as first and last name and email address is disclosed to Hubspot. For further information about Hubspot’s terms and conditions, please click [here](#).

4.2 Other recipients

Please also note, that when you choose to participate online at the Event, other participants may see/hear your name and your video data if you have your webcam switched on and your audio data if you decide to make an audio comment during the event.

It is possible that photos or videos of Event are posted on our website or shared on our social media profiles. A stream of the Event may be broadcast, for instance, on our YouTube channel.

5. Data Retention

As a matter of principle, we delete or anonymise your personal data as soon as they are no longer required for the aforementioned purposes and there are no other statutory retention obligations or justification reasons for storage. We conduct regular reviews to ensure that if information becomes outdated or outlives its purpose, it is removed from our database.

Furthermore, personal data may be retained by us for the period during which claims may be brought against us.

Where specific retention periods apply related to personal data processed by the respective video conferencing tools, we kindly ask you to refer to the information provided above for the relevant software tools.

Rights of the data subject

You have the following rights in regard to your personal data:

You have the right to access, correct, update or request deletion of your personal data, and you can object to the processing of personal data, ask us to restrict the processing of your personal data or request portability.

If we process your personal data based on our legitimate interest, you can object to this processing insofar as reasons arise from your particular situation that conflict with this data processing. Having received your objection, we will then stop this processing unless we can demonstrate that there are compelling legitimate grounds for the processing which override your interests, rights and freedoms concerned, or the processing serves the purpose of asserting, exercising, or defending legal claims.

Where the processing of your personal data is based on your consent, you can withdraw your consent at any time and without any reason. Withdrawing your consent means that Gaia-X will not make use of your data any longer for the purposes that you consented to. This does not invalidate past uses of your personal data for which you gave consent, and your personal data will continue to be processed in the event of any legal obligations that Gaia-X must meet.

To exercise these rights or if you have any questions or complaints about data protection, please feel free to contact us. You can find our contact details under point 7 of this privacy notice. Gaia-X must confirm your identity and will review your request to ensure that it can be honoured without compromising other legal requirements and pursuant to the limitations provided by GDPR. We aim to have replied within 30 days of your request except where you have withdrawn your consent, which shall be actioned immediately.

In addition, you have the right to lodge a complaint with the competent supervisory authority.

6. Contact

The controller for the processing of your personal data is:

Gaia-X European Association for Data and Cloud AISBL

Avenue des Arts 6 - 9

1210 Brussels, Belgium

info@gaia-x.eu

Consent Form regarding photographs, video recordings, quote excerpts and PowerPoint/PDF presentations

With the following Privacy Notice, we, the Gaia-X European Association of Data and Cloud AISBL, (hereinafter "Gaia-X", "we" or "us") want to inform you that photographs and/or videos and/or quote excerpts and/or PowerPoint/PDF presentations may be taken during the Event. We would like to ask you for your permission to publish your photographs and/or videos and/or quote excerpts and/or PowerPoint/PDF presentations in marketing materials such as the Gaia-X website, hard copy flyers, posters and magazines, social media platforms (e.g., LinkedIn, Twitter, Facebook) or streaming platforms (e.g., YouTube) (hereinafter the "Material").

By agreeing with this form, you confirm that you authorise the use of photographs and/or videos and/or quote excerpts and/or PowerPoint/PDF presentations of you at this Summit for the above-described purposes.

The legal basis for the processing of photographs, videos, quote excerpts and PowerPoint/PDF presentations by Gaia-X is the GDPR regulation. You may withdraw your consent at any time in the future. This will not affect the lawfulness of the processing carried out on the basis of your consent until the withdrawal. Once photographs and/or videos have been included in marketing materials with your consent, continued processing may additionally be based on Gaia-X's legitimate interest e.g. for maintaining the material for archival purposes and for using already printed materials.

Personal information will be stored in accordance with applicable laws and kept only if necessary to carry out the purposes described above or as otherwise required by applicable laws.

You have the following rights regarding your personal data:

You can access, correct, update or request deletion of your personal data and you can object to the processing of personal data, ask us to restrict the processing of your personal data or request portability.

If we process your personal data based on our legitimate interest, you can object to this processing insofar as reasons arise from your particular situation that conflict with this data processing. Having received your objection, we will then stop this processing unless we can demonstrate that there are compelling legitimate grounds for the processing which override your interests, rights and freedoms concerned or the processing serves the purpose of asserting, exercising or defending legal claims.

You also have the right to withdraw your consent to the use of the photographs and/or videos and/or quote excerpts and/or PowerPoint/PDF presentations at any time. Withdrawing your consent will not affect the lawfulness of any processing we conducted prior to your withdrawal, nor will it affect the processing of your personal information conducted in reliance on lawful processing grounds other than consent.

In addition, you have the right to lodge a complaint with the competent supervisory authority.

To exercise these rights or if you have any questions or complaints about data protection, please feel free to contact us at our contact details below.

Gaia-X European Association for Data and Cloud AISBL
Avenue des Arts 6-9
1210 Brussels
Belgium

info@gaia-x.eu

If you consent to the above, you have to agree with the form

By agreeing with this form, I confirm that I authorise and grant Gaia-X, within the framework of the Event organised by Gaia-X, a non-exclusive, sub-licensable, transferable, worldwide, unlimited license (but not an obligation) to record, capture, store, use, reproduce, broadcast, communicate to the public via the above mentioned Materials, transform and create works derived from the material generated and/or delivered on the occasion of the Event including my image and name as they appear at the Event, without any financial compensation for these purposes.

The Material may be used in whole or in part throughout the world and may be modified or adapted. The rights of exploitation, transformation, reproduction, distribution and public communication of the Materials belong and/or are exclusively assigned to Gaia-X in the terms foreseen in this form. Thus, I understand that Gaia-X is the sole owner of the Material. We will send you the recordings of your contribution to the Gaia-X Event for your own internal purposes. This includes the right to publish the video material unchanged on your own website or social media channels. Changes to the video material sent to you are subject to prior authorisation.

Participation in the Event and acceptance of this form is voluntary. I am free to withdraw my consent at any time with future effect by contacting Gaia-X using the provided contact details. However, Gaia-X has no influence on the existence and constant use of any copies of the material that third parties might have obtained in printed form or downloaded from the internet.