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 registered office in Belgium, 1210 Brussel, Avenue des Arts 6-9. You contact us with all personal data processing related queries and questions related to this privacy notice by email: 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 this meeting provided by you by registering for the Event:

- 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

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. If you do not want to receive event invitations from us, you may object by sending an e-mail to info@gaia-x.eu.

2.2 Attendance at the Event

- Lists of participants

Gaia-X keeps a list with 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. 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 e-mail or otherwise using the above contact details.

We may film events to provide them to a wider audience, for instance, by livestreaming them on our YouTube channel.

- 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 no not activate your microphone or camera during the event.

Moderators and speakers will be contacted by Gaia-X to obtain their explicit consent to have their image recorded in the knowledge that any audio-visual materials may be used for the creation of offline communication material and published online on communication channels, such as social media accounts.

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 organizational 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 optimize 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 administrating our events logistics, photography, filming, cloud services, or video conferencing.

The registration process is carried out by the platform Talque – provided by Real Life Interaction GmbH, Choriner Str. 3, 10119 Berlin, Germany. Therefore, participants' and speakers' personal data such as first and last name and email address is disclosed to Talque. For further information about Talque's privacy policy, 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 all possible that photos or videos of Events 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 processing 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

Information on consent to the recording of data from the microphone and camera functions

The Gaia-X Event that takes place using the tool Zoom of Zoom Video Communications, Inc. will be recorded. We may publish or quote excerpts from these recordings in the press, the publicly accessible part of Gaia-X website and on various social media channels.

In our privacy notice, you will find all relevant information with regard to the processing if your personal data. We ask you to read this notice carefully. It is accessible above.

Your camera and microphone functions will be automatically set to “off” at the beginning of the event.

Please be informed that by activating the microphone and/or camera function during the event, the resulting audio, video, and images of you, in addition to anything audible via the microphone or visible via the camera in your surroundings, including other people, may be visible onscreen and recorded during the event. Please consider this before activating your microphone and/or camera function.

If you have not granted consent, please do not activate your microphone or camera during the event.

Should you have consented, but later change your mind, you can revoke your consent at any time with effect for the future by sending an e-mail to info@gaia-x.eu. You can also turn off/deactivate your microphone and/or camera in the Zoom application at any time.