

PROTECTION OF YOUR PERSONAL DATA

This privacy statement provides information about the processing and protection of your personal data.

Processing operation: IHI JU Events

Data Controller: Innovative Health Initiative Joint Undertaking

Record reference: DPO – COMM – 01

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1 Introduction

The Innovative Health Initiative Joint Undertaking (hereafter 'IHI JU') is committed to protecting your personal data and to respecting your privacy. IHI JU collects and further processes personal data pursuant to [Regulation \(EU\) 2018/1725](#) of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices, and agencies and on the free movement of such data (repealing Regulation (EC) 45/2001).

This privacy statement explains the reason for the processing of your personal data, the way we collect, handle, and ensure protection of all personal data provided, how that information is used and what rights you have in relation to your personal data. It also specifies the contact details of the Data Protection Officer and the European Data Protection Supervisor.

The information in relation to the processing operation "*IHI JU Events*" undertaken by IHI JU is presented below.

2 Who are the data subjects?

Data subjects concerned by this processing operation are all participants in IHI JU events.

3 Why and how do we collect your personal data?

Purpose of the processing operation: IHI JU processes your personal data to effectively plan, organise, and manage events, webinars, workshops, conferences, seminars, campaigns, exhibitions, fairs, etc. (hereinafter all called 'events'). The specific purposes include:

1. Event registration and communication:

- to confirm registration and attendance;
- to send important updates and information regarding the event.

2. Event management:

- to arrange logistics such as seating, catering, and accessibility;
- to create name badges, attendance lists, and manage entry.

3. Providing services:

- to tailor the event experience according to preferences and requirements, such as dietary needs or special accommodations.

4. Marketing and feedback:

- to send post-event surveys and collect feedback to improve future events;

- to inform stakeholders about upcoming events and related services (with your explicit consent);
- to maintain an events database (i.e. a central list of internal and external events for planning purposes).

To facilitate these activities, we employ a range of technical means designed to enhance efficiency and security, such as:

- to organise meetings, IHI JU may rely on external platforms such as the Converve Platform¹, and/or external video conferencing systems such as MS Teams² or CISCO Webex³;
- to gather feedback, collect expressions of interest in participating in the event, and ensure participants' registrations, IHI JU may rely on external systems, such as EU Survey⁴.

Your personal data will *not* be used for automated decision-making including profiling.

4 On what legal ground(s) do we process your personal data

We process your personal data because the processing operations carried out in this context are necessary and lawful under the following legal basis:

Regulation (EU) 2018/1725⁵, more specifically

- Article 5(1)(a) *“processing is necessary for the performance of a task carried out in public interest or in the exercise of official authority vested in the Union Institution or body”*;
- Article 5(1)(d) *“the data subject has given consent to the processing of his or her personal data for one or more specific purposes”*.

These legal bases are:

[Council Regulation \(EU\) 2021/2085](#) establishing the Joint Undertakings under Horizon Europe.

¹ For more information on how Converve processes your personal data, please see: [Converve Privacy Policy](#)

² For more information on how MS Teams processes your personal data, please see: [IHI JU - MS 365 Privacy Policy](#) and [Microsoft Privacy Policy](#)

³ For more information on how CISCO Webex processes your personal data, please see: [Webex/Cisco Privacy Policy](#)

⁴ For more information on how EU Survey processes your personal data, please see: [EU Survey Privacy Statement](#)

⁵ Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC.

5 Which personal data do we collect and further process?

In order to carry out this processing operation IHI JU may collect the following categories of personal data:

1. Identification and contact details

- **Full name:** Used for registration, identification, and creating name badges.
- **Email address:** Used to send event invitations, confirmations, reminders, newsletters, and follow-up communications.
- **Phone number:** Used for urgent communications and logistical updates during the event, including SMS notifications if necessary.
- **Postal address:** Used for mailing physical tickets, event materials, or thank-you gifts.
- **Date of birth:** To verify age for venues with age restrictions when these are used for IHI JU events.
- **Nationality:** Collected for statistical purposes or to tailor event content to the audience demographics.

2. Professional information

- **Job title:** Used to personalise your event experience and for networking purposes.
- **Company/organisation name:** Used to tailor content and networking opportunities.
- **Department:** To understand the professional background and tailor the event content accordingly.
- **LinkedIn profile:** Optional, used for networking purposes and to connect with other attendees.
- **Professional affiliations:** Memberships of professional organisations relevant to the event.
- **Work address:** Used for professional networking and potential follow-up communications.
- **Business e-mail address:** Separate from personal email, used for professional communications related to the event.
- **Years of experience:** Collected to tailor event content to different experience levels.

3. Event-specific information

- **Event registration details:** Includes your selected sessions, workshops, and activities.
- **Attendance records:** Logs of your participation at different sessions and activities.
- **Travel information:** Collected if the event involves travel arrangements, such as flight and accommodation details.
- **Accommodation preferences:** For events that provide lodging, information on room type, special requests, and check-in/check-out dates.

- **Dietary preferences:** Where applicable, provided optionally by participants.
- **Companion information:** If you're bringing a guest, we may collect their name, contact details, and dietary preferences.
- **Special interests:** Information about topics or activities you are particularly interested in, to help tailor the event experience.
- **Workshop preferences:** Your choices regarding specific hands-on sessions or breakout groups.
- **Event history:** Information about your past attendance at our events, to understand your preferences and provide a more personalised experience.
- **Virtual participation details:** For online events, information about your digital engagement, such as chat participation, webinar attendance, and online networking activities.
- **Photos and videos** of participants - taken by IHI JU staff or by others on behalf of IHI JU staff, based on participants' consent. The IHI JU is not responsible for photos/videos taken by participants in their personal capacity.

6 How long do we keep your data?

IHI JU only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing namely for 5 years after the event with the exception of any chat which is deleted after the event (if retained, it is anonymised).

Your personal data may be part of documents with historical or administrative value, which are selected for preservation and archived according to the [IHI JU Decision Nr 19/2021 on Record Management of 6 of September 2021](#)⁶.

7 How do we protect and safeguard your personal data?

All personal data in electronic format (e-mails, documents, databases, uploaded batches of data, etc.) are stored on the servers of IHI JU. All processing operations (including process of personal data collected on paper) are carried out pursuant to the [IHI JU Decision Nr 19/2021 on Record Management of 6 of September 2021](#) that adopts by analogy the [Commission Decision \(EU\) 2020/4482 of 6 of July 2020](#) on the security of communication and information systems in the European Commission.

The IHI JU's contractors are bound by a specific contractual clause for any processing operations of your data on behalf of IHI JU, and by the confidentiality obligations deriving from the transposition of the General Data Protection Regulation in the EU Member States ('GDPR') [Regulation \(EU\) 2016/679](#).

In order to protect your personal data, IHI JU has put in place a number of technical and organisational measures. Technical measures include appropriate actions to address online security, risk of data loss, alteration of data or unauthorised access, taking into consideration the risk presented by the processing and

⁶ Decision of the Executive Director of the Innovative Medicines Initiative 2 Joint Undertaking on 06.08.2021

the nature of the personal data being processed. Organisational measures include restricting access to the personal data solely to authorised persons with a legitimate need to know for the purposes of this processing operation.

8 Who has access to your data and to whom is it disclosed?

Access to your personal data is provided to all IHI JU staff responsible for carrying out this processing operation and to authorised staff according to the “need to know” principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

Access to your personal data can also be shared with other recipients other than the IHI JU, according to the “need to know” principle. In particular to the IT software development contractor and other European Union institutions bodies and agencies (EUIBAs) as determined by IHI JU’s legal basis.

The information we collect will not be given to any third party, except to the extent and for the purpose we may be required to do so by law including legal requests from public authorities e.g. the Internal Audit Service (IAS), the European Court of Auditors (ECA), external auditors (...).

9 What are your rights and how can you exercise them?

You have specific rights as a ‘data subject’ under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725, in particular the right to access, rectify or erase your personal data and the right to restrict the processing of your personal data. Where applicable, you also have the right to object to the processing or the right to data portability.

You have the right to object to the processing of your personal data, which is lawfully carried out pursuant to Article 5(1)(a) on grounds relating to your particular situation.

You have consented to provide your personal data to IHI JU for the present processing operation. You can withdraw your consent at any time by notifying the IHI JU Office. The withdrawal will not affect the lawfulness of the processing carried out before you have withdrawn the consent.

You can exercise your rights by contacting the IHI JU Data Protection Officer. If necessary, you can also address the European Data Protection Supervisor. Their contact information is given below.

Where you wish to exercise your rights in the context of one or several specific processing operations, please provide their description (i.e. their record reference(s) as specified under Heading 11 below) in your request.

10 Contact information

The Data Protection Officer of IHI JU

If you would like to exercise your rights under Regulation (EU) 2018/1725, or if you have comments, questions or concerns, or if you would like to submit a complaint regarding the collection and use of your

personal data, please feel free to contact the IHI JU Data Protection Officer (DPO) at data-protection@ihi.europa.eu.

The European Data Protection Supervisor (EDPS)

You have the right to have recourse (i.e. you can lodge a complaint) to the European Data Protection Supervisor, https://edps.europa.eu/data-protection/our-role-supervisor/complaints_en or edps@edps.europa.eu if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data by the IHI JU.

11 Where to find more detailed information?

The IHI JU DPO publishes the register of all processing operations on personal data by IHI JU, which have been documented and notified to the DPO. You may access the register via the following link:

<https://www.ihi.europa.eu/legal-notice-and-privacy>

This specific processing operation has been included in the IHI JU DPO's public register with the following Record reference: DPO – COMM - 01