## Privacy Policy

The people involved in Stichting Sticky, the organisation behind exec(ut), greatly value the privacy of the event's attendees. This Privacy Policy outlines the policies and procedures of exec(ut), ("the conference", "we", "us", or "our") regarding the collection, use, storage, and protection of personal data by Stichting Sticky in accordance with the General Data Protection Regulation (GDPR) and the Dutch Algemene verordening gegevensbescherming (AVG). This policy is designed to inform you about how we handle your personal data and how it is protected.

Should you have any questions or concerns regarding this policy, please do not hesitate to contact the organisation through <a href="mailto:privacy@stichtingsticky.nl">privacy@stichtingsticky.nl</a>. Attendance of exec(ut) constitutes as agreement to the terms outlined in this document, as agreed upon both through purchase of ticket(s) to the event and through entrance to the event.

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### Introduction

Section 1 of this policy will go over what information is being collected. Section 2 will go over why the information described in section 1 is being collected. The sections after that will go over how your data is being shared, secured and your rights.

## Information Collection

- 1.1 Personal data refers to any details that pertain to a specific individual who can be identified. Stichting Sticky collects the following information during the ticket check-out process:
  - attendees' names
  - e-mail addresses
  - study programme
  - study progres
  - dietary restrictions (1.4)
  - the payment statuses as provided by its payment processor (Pretix).
- **1.2** Stichting Sticky collects email addresses through a voluntary sign-up form on <u>execut.nl</u>.
- **1.3** At the event attendees may be filmed, photographed, and recorded, either in a group or individually, as a participant of exec(ut). On the digital

platform, the chats during talks and in the lobby may also be recorded.

- 1.4 For lunch and snacks during the event, we will collect information of any allergies of attendees. This information is anonymised and on site the location of the special needs' food will be clarified to the attendees such that they can receive their food.
- **1.5** For our web application the following data is needed:
  - the attendee's name
  - e-mail address
  - study programme
  - study progress
  - (optional) LinkedIn URL

## 2. Use of personal data

- 2.1. Stichting Sticky uses attendees' names, e-mail addresses, and payment statuses to send attendees tickets for exec(ut). Attendees are required to present a valid ticket to members of the organisation to gain admission to the event.
- **2.2.** For the check-out process, Stichting Sticky uses payment provider Pretix. Should you have any concerns regarding the data you provide during the check-out process, please refer to the <u>Pretix privacy policy</u>.
- **2.3.** The e-mail addresses collected from 1.2 are used for distribution of

information mails for updates before the ticket sale has started.

- 2.4. Attendees' names will be printed on personal attendance badges together with the study programme, in case of a company attendee the company's name will be printed on the badge. Wearing these badges during the event is not mandatory, although we do recommend doing so and ask attendees to keep them on their person to verify the validity of attendees' admittance.
- 2.5. Attendees' study programme and study progression is collected to print on the badges and for the web application. This information is necessary because this simplifies the networking between students and companies. After the conference, the information is anonymised and used to get insight in our demographics.
- Attendees' email addresses collected at the ticket check-out may be used to facilitate them with information concerning the event both before and after its occurrence. This information may include but is not limited to updates on the event's schedule. announcements speakers, and paid-for content by our partners. These optional emails will feature method always a unsubscribing from future update emails at the bottom of the mail. This provision is also applicable to e-mail addresses submitted through the sign-up form on execut.nl.

- It is not possible to refrain from providing an email address at all because it is needed for mandatory emails. These include payment confirmation details, and the purchased ticket. Furthermore, we need to contact you in case of a data breach.
- 2.7. Moreover, exec(ut) will use a web application. On the attendee's badge, a QR code is displayed. Within the web application, a QR code can be scanned by partners present at the event. If a partner scans your badge, your name, LinkedIn and study programme & progress will be shared with the concerned partner. Partners are obliged to ask for consent before scanning your badge.
- photographic and/or 2.8. Any material video-graphic collected during the event may be published to provide an impression of exec(ut). These materials may also be used for promotion or marketing of future events organised by Stichting Sticky, including future editions of exec(ut). If you do not want photographic and/or videographic material where you are recognizable to be published, you can contact Stichting Sticky.
- **2.9.** For the catering during the conference we share, if necessary, the anonymised data of dietary restrictions only to those involved in facilitating the dinner.

## 3. Sharing of Information

- **3.1.** We will not share your personal data with any third party, except in the following circumstances:
  - With your consent
  - To comply with legal and regulatory requirements
  - To service providers mentioned in 3.2.
- **3.2.** Data of attendees, speakers, and partners collected by Stichting Sticky will never be sold or rented to third parties. Stichting Sticky may provide your data to third-party sub-processors for the purposes outlined above.

Service providers, with their respective privacy policies, are:

- Mailchimp
- Pretix
- 3.3. Stichting Sticky does not transfer any personal information to its partners unless consent has been granted for scanning the QR code in the web application. Information directly supplied to said partners by attendees before, during, or after the event is not handled by Stichting Sticky and is therefore not subject to this privacy policy.

#### 4. Data retention

We will retain your personal data only as long as is necessary to fulfil the purposes outlined in this Privacy Policy. Two months after the conference, we will delete or destroy the following personal data in a secure manner:

- attendees' names,
- e-mail addresses used for ticket processing,
- dietary restrictions (1.4)
- all data needed for colloquium points (1.6)
- the payment statuses as provided by Pretix.

Photo's and video's will be shared with all participants via a link and will be accessible after the conference. The material will be stored as future promotional assets.

### 5. Data security

We take reasonable steps to protect your personal data from unauthorised access, use, or disclosure.

## 6. Your rights

You have the following rights with respect to your personal data.

- The right to access your personal data
- The right to request correction of your personal data

- The right to request deletion of your personal data
- The right to request restrictions on the processing of your personal data
- The right to object to the processing of your personal data
- The right to data portability (the right to receive a copy of your personal data)

If you suspect a partner has scanned your badge without your consent, please contact the concerned partner or Stichting Sticky. If you want to withdraw your consent after the data has been shared with the partner, please contact the concerned partner via email and request them to delete your data.

# 7. Changes to this Privacy Policy

We may change this Privacy Policy from time to time. If we make any changes, we will notify you by posting the revised Privacy Policy on our website and, if necessary, by email. The revised Privacy Policy will be effective immediately upon posting.

#### 8. Contact information

If you have any questions or concerns about this Privacy Policy or our use of your personal data, please contact us at <a href="mailto:privacy@stichtingstickv.nl">privacy@stichtingstickv.nl</a>.