



PRIVACY STATEMENT

WFOT 2022 Congress has adopted the Australian Privacy Principles (APPs) set out in the Australian Privacy Act 1998 below and the EU General Data Protection Regulation (GDPR). The Privacy Principles govern the way in which we collect, use, disclose, store, secure and dispose of your Personal Information. The EU General Data Protection Regulation (GDPR) sets out rules and guidance about how **personal information** should be treated. And as well as the specifics, the law provides a set of **general principles** that must permeate all acts of data processing. WFOT 2022 Congress reserves the right to modify or amend privacy and copyright statements at any time, provided those modifications or amendments comply with applicable laws.

USE OF PERSONAL INFORMATION

The Congress will collect and store information you provide in this Registration Form for the purposes of enabling us to:

- register your attendance at the Congress;
- assist with administrative and planning purposes;
- plan and develop Congress and other events in the future;
- facilitate your requirements in relation to the Congress; and
- allow the compilation and analysis of statistics relevant to the Congress.

The information that you provide in the Registration Form and information provided at any other time during the Congress, including without limitation any feedback obtained during the Congress, will be used by the Congress to offer, provide and continue to improve its Congress and other services.

To fulfil your request to access the online registration portal you enter into an agreement with WFOT 2022 Congress and we capture and process a set of personal information provided by you. For EU data protection law our lawful basis for processing personal data for this purpose is Article 6, (1)(b).

By registering you are able to consent to us sending you a newsletter and relevant marketing information. For EU data protection law our lawful basis for processing personal data for this purpose is consent under Article 6, (1)(a).

The data that we collect from you is transferred and stored within the United Kingdom (UK), the United States, Australia and other jurisdictions around the world. We will retain your data only for as long as we have a business need to, after which it is securely removed from our systems.

To provide you goods and services, WFOT 2022 Congress works with a range of suppliers. These third parties operate under contract with WFOT 2022 Congress and we will share your information with these parties where it is necessary to deliver the goods and services you have requested.

These suppliers are data processors under data protection law and can only process your information in line with the instructions we provide in their contract. These include specific clauses to protect your personal information. They will not share your personal information with any organisations apart from us. They will hold it securely and retain it for the period we instruct.

We will not share your information with any third parties for the purposes of direct marketing.

In some circumstances we are legally obliged to share information. This would relate to regulators, law enforcement bodies, government agencies, courts or other third parties where we think it's necessary to comply with applicable laws or regulations, or to exercise, establish or defend our legal rights. Where possible and appropriate, we will notify you of this type of disclosure.

Access rights. You have the right to access information we hold about you. Your right of access can be exercised in accordance with the General Data Protection Regulation (GDPR) or applicable data protection law at any time by contacting us via the contact details provided in this policy

Data Rectification/Erasure. You have the right to have your data rectified if you believe it is inaccurate and/or erased if you believe it is no longer necessary for us to process your data or you have withdrawn your consent (where consent was given to process data in the first place).

Data portability. You can request access to your data, and for the data to be provided to you in an accessible format (e.g. in a word processing document or spreadsheet) at any point.

Emails and information transmitted are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you are not the intended recipient, please delete it and notify the sender.

VIRTUAL PLATFORM

Attendees will receive Congress login details direct from the platform.

All registered attendees' name, position, organisation will be uploaded to the virtual platform but will not be visible to other attendees, sponsors etc. Attendees may choose to make themselves visible on the site. Attendees are able to edit their profile at any time, and are responsible for what appears visible.

Attendees are also responsible for any technical requirements to enable you to use the link to the platform provided by WFOT Congress and to participate in the Congress via the Platform.

Attendees can update the profile and privacy settings at any time.

CONGRESS DELEGATE LIST

The Congress may publish a Delegate list. The Delegate list will also be available on display through the Congress Virtual Platform. The Delegate List will contain delegate's name, organisation and location (state or country) only. Registrants may withhold consent for inclusion of their details on the Virtual Platform and list by selecting this option on the registration form or notifying the Congress Office in writing by Friday 25 February 2022 midnight GMT+2 (Paris time),. Otherwise your name, affiliation and location (state or country) only will be included in the Virtual Platform.

DISCLOSURE OF PERSONAL INFORMATION TO THIRD PARTIES

The Congress may disclose some of the information that is collected in the Registration Form such as your name, organisation and its location and your email address to Congress sponsors and exhibitors for marketing purposes. The Congress will not otherwise, without your consent, use or disclose your personal information for any purpose unless it would reasonably be expected that such purpose is related to the offer, provision and improvement of the Congress or where such purpose is permitted or required by law.

Registrants may withhold consent for disclosure of their contact details to sponsors or exhibitors during the registration process.

By registering for this Congress, all registrants grant permission to WFOT 2022 Congress the association and its agents, to take photographs at the Congress to reproduce and to distribute in association educational, news or promotional materials and other association publications, whether in print, electronic or other media, including the Congress website. By participating in the Congress you permit the association to use, reproduce and distribute photographs taken of you for such purposes and waive your legal rights to pursue any cause of action against the WFOT 2022 Congress related to such photographs. If you have any concerns regarding the use of photographs taken of you during the Congress, please see the registration desk during the Congress or contact the Congress Office wfotcongress@thinkbusinessevents.com.au before Friday 25 February 2022 midnight GMT+2 (Paris time).

It is understood these images may be used for promotional, news, on-line/multimedia, research and/or educational purposes by and for WFOT 2022. Attendees agree that they are not entitled to remuneration, residuals, royalties or any other payment from WFOT 2022 in respect of their image/likeness or its use. Attendees release, discharge, and hold harmless, WFOT 2022 and its agents from any and all claims, demands or causes of actions that they may hereafter have by reason of any anything contained in the photographs or video. Should an attendee not agree to the above image release, they must advise the Congress Office.

WFOT 2022 has the discretion to update this privacy statement at any time.

If you have questions, comments, and requests regarding this privacy policy, please email us at wfot@thinkbusinessevents.com.au.