

E&E Congress 2020/2021 Website Data Protection Notice

Last modified: 5th June 2020

1. Introduction

The Stichting Eurasphalt (“**Foundation**”, “**we**”, “**our**” or “**us**”) is committed to protecting your privacy. This notice (the “**Notice**”) describes the data processing activities in connection with your use of any of the websites available at <http://www.eecongress2020.org> (the “**Websites**”) and the services, features or content we offer (the “**Services**”) both online and offline, whether you are a member of our association or a general website user. Please read this Notice carefully to understand which categories of personal data we process, the purposes for which we process it and your rights with respect to our use of your personal data.

Personal data as used in this Notice means any information relating to an identified or identifiable natural person; an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic mental, economic, cultural or social identify of that natural person (“**Personal Data**”).

This Notice may change from time to time (for more information see below Section 11).

2. Who is responsible for the data processing?

For the purpose of this Notice, the entity responsible for the processing of your Personal Data is:

Stichting Eurasphalt

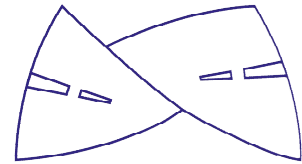
Champignonlaan 7

NL-3852 Ermelo ZP

The Netherlands

Telephone: +32 2 566 91 40

Email: congress2020@eurobitume.eu



3. Personal Data we collect about you and how we collect it

The specific categories of personal data we collect about you depend on how you interact with our websites and services, as described below.

3.1. Personal Data you provide to us

When using our website and services you have the possibility of making your Personal Data available to us (i) by subscribing to our newsletter, (ii) by contacting us either electronically, via postal mail, by phone or fax, (iii) by submitting a scientific paper, (iv) by reviewing a scientific paper, (v) by registration to the congress, or (vi) by booking accommodation.

3.1.1 If you are a general user on the public Websites

When using our website and services you have the possibility of making your Personal Data available to us (i) by subscribing to our newsletter, (ii) by contacting us either electronically, via postal mail, by phone or fax, we process the following categories of personal data:

- Contact details you provide us with (such as first and last name, title, email address, phone number, mailing address, country);
- Information you include in your original and any follow-up messages;
- The company you work for; and
- Any other information you decide to provide us with

The provision of certain categories of Personal Data is a requirement necessary for us to process your newsletter subscription and queries. The obligatory fields to process online requests submitted via our Websites, including for the newsletter subscription, are marked as such.

3.1.2 If you are submitting a scientific paper

When using our website and services by submitting a scientific paper, we process the following categories of personal data:

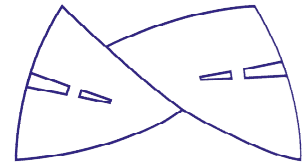
- Contact details you provide us with (such as first and last name, title, email address, phone number, mailing address, country);
- Information you include in your original and any follow-up messages;
- The company you work for; and
- Any other information you decide to provide us with

The provision of certain categories of Personal Data is a requirement necessary for us to process your paper submission. The obligatory fields to process paper submission are marked as such.

3.1.3 If you are reviewing scientific papers

When using our website and services by reviewing a scientific paper, we process the following categories of personal data:

- Contact details you provide us with (such as first and last name, title, email address, phone number, mailing address, country);
- Information you include in your original and any follow-up messages;



- The company you work for; and
- Any other information you decide to provide us with

The provision of certain categories of Personal Data is a requirement necessary for us to process your activities when reviewing scientific papers. The obligatory fields to process paper review are marked as such.

3.1.4 If you are registering as congress participant

When using our website and services by registration to the congress, we process the following categories of personal data:

- Contact details you provide us with (such as first and last name, title, email address, phone number, mailing address, country);
- Billing details you provide us with (such as first and last name, title, email address, phone number, mailing address, country, tax number);
- Information you include in your original and any follow-up messages;
- The company you work for; and
- Any other information you decide to provide us with

The provision of certain categories of Personal Data is a requirement necessary for us to process your registration. The obligatory fields to process registration are marked as such.

3.1.5 If you are booking a hotel accommodation

When using our website and services by booking your hotel accommodation related to the congress, we process the following categories of personal data to the external service provider conduction your reservation with the hotel:

- Contact details you provide us with (such as first and last name, title, email address, phone number, mailing address, country);
- Billing details you provide us with (such as first and last name, title, email address, phone number, mailing address, country, tax number);
- Information you include in your original and any follow-up messages;
- The company you work for; and
- Any other information you decide to provide us with

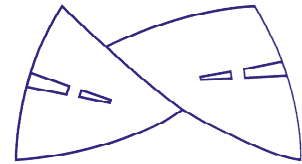
The provision of certain categories of Personal Data is a requirement necessary for the hotel to process your booking. The obligatory fields are marked as such.

3.2. Personal Data collected automatically

We use automatic data collection technologies which collect Personal Data about you when you access and navigate through our website or when interacting with our services. This includes information about your device, your browsing activity and log details.

Specifically, we process the following categories of Personal Data:

- Data about your device and internet connection, device's unique ID, web browser type and version; hardware and software, IP address, operating system, host



domain, language settings, web pages you viewed on our website and search terms, geolocation, where permitted;

- Referrer URL and web pages you visited prior to ours; and
- Log usage data consisting of traffic and location data, date and time of access and frequency, and technical session and connection information

In addition, when you subscribe to our newsletter we automatically collect information about your interactions with it to determine if a newsletter message has been opened and which links you have clicked on, as well as technical information such as time of retrieval, your IP address, browser type and operating system of the device used. The Personal Data collected is automatically aggregated and therefore anonymous.

3.3. Cookies we use

Our website use cookies. Cookies are small data files that are stored on your computer and saved by your browser. Cookies help make our website more user-friendly, efficient, and secure.

Cookies are typically categorized as so-called "session cookies" or "persistent cookies". Session cookies are stored in a temporary memory and erased when the browser is closed. Persistent cookies, on the other hand, store user preferences for current and successive visits. They remain valid when you restart your browser. Our Websites only use persistent cookies.

You can configure your browser to inform you about the use of cookies so that you can decide on a case-by-case basis whether to accept or reject a cookie. Alternatively, your browser can be configured to automatically accept cookies under certain conditions, to always reject them, or to automatically delete cookies when closing your browser.

Cookies can be further categorized as follows based on their functions: strictly necessary cookies, performance cookies, functional cookies and advertising cookies. Below you will find a detailed list of the cookies used on our Websites categorized by their function:

- Strictly necessary cookies are essential to navigate through are Websites and use our Services. They ensure the functionality of our Websites and can therefore not be deactivated.

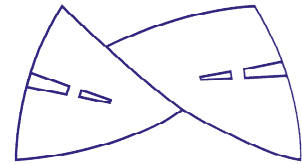
We use the following strictly necessary cookies on our Websites:

Name	Purpose	Duration
Cookie consent_dismissed	This cookie is used to remember whether the Google Notice Bar was opted out.	1 year

- Performance cookies collect data for statistical purposes on how visitors use our Websites. Information collected through performance cookies helps us understand how visitors use our Websites, therefore enabling us to improve them as well as the user experience. We gather data on the numbers of visitors and visits to our Websites, length of time spent on them, pages clicked on and where visitors have come from. The data collected via performance cookies is aggregated and thus anonymous.

We use the following performance cookies on our Websites:

Name	Purpose	Duration
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PHPSESSID	This is a PHP generic session cookie.	
_gat_gtag_UA_59517138_37	This Google Universal Analytics technical cookie is used to throttle request rate.	
_gid	This Google Universal Analytics cookie is used to generate statistical data on how the visitor uses our website.	1 day
_ga	This Google Universal Analytics cookie is used to generate statistical data on how the visitor uses our website.	2 years
catAccCookies		60 days
personalization_id	This is a Twitter tracking cookie.	2 years
fr	This cookies is used for Facebook tracking.	90 days

- Functional cookies are used to customize the user experience by storing language preferences, regions and user names. Our website does not use functional cookies.
- Advertising cookies are used to deliver personalized advertisements relevant to you. They are also used to limit the number of times you see an advertisement, as well as to measure the effectiveness of an advertising campaign by tracking user's clicks.

We use the following advertising cookies on our Websites:

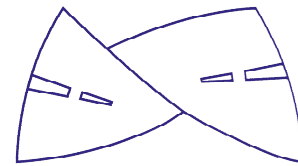
Name	Purpose	Duration
_fbp	This is a Facebook Pixel advertising first-party cookie.	90 days

4. How we use your Personal Data

We only process your Personal Data for specific, explicit and legitimate purposes. The Foundation will not use your Personal Data for any purpose that is incompatible with the original purpose for which it was collected unless you provide your prior explicit consent for such further use.

The following table provides an overview of how we use your Personal Data and the legal bases we rely on:

Purpose of the processing	Legal basis
Management of your newsletter subscription	Consent
Statistical analysis of our newsletter campaigns	Our legitimate interests in improving our newsletter campaigns and tailoring them to our reader's interests
Process and answer your queries, complaints, or any other requests you submit to us	(i) Performance of a contract, (ii) in order to take steps at your request prior to entering into a contract, and/or



	(iii) our legitimate interests in managing our public and communication relations and providing information about our products and services
Ensure the functionality of our website and services	Our legitimate interests in providing you with fully operative website and services
Statistical analysis of the performance of our website (web audience measurement) and customization of our website and services	Our legitimate interests in improving the user experience and tailoring our website and services to the user's interests and preferences
Process and answer your registration to the Congress.	Consent
Process your access to the proceedings of the Congress	Consent given during registration to the Congress
Process and answer your paper submission.	Consent
Process and answer your registration as paper reviewer	Consent
Process and answer your booking of accommodation	Consent

5. How we share your data

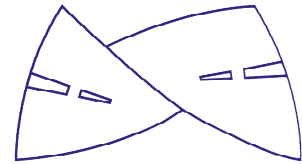
Due to the international nature of our organization, your Personal Data can be shared or accessed by our representatives in the European Union, UK and Switzerland. You can obtain a list with the relevant contact details by contacting our data protection coordinator at congress2020@eurobitume.eu.

In addition, and subject to applicable law, we share your Personal Data with service providers that help us run our everyday business (e.g., newsletter distribution and analysis, IT hardware and internet and maintenance of our website). These providers are external companies that process your Personal Data on our behalf for the purposes listed above in Section 4. They are legally and contractually required to process your Personal Data only in accordance with applicable data protection law, following our instructions and only for the specific tasks they have been entrusted to perform.

For information on data transfers to countries outside of the European Economic Area (“EEA”) (“**International data transfers**”) please see Section 6 below.

6. International data transfers

Our service providers include companies located outside of the EEA. Hence, your Personal Data may be transferred to countries with different standards of data protection than those which apply in the EEA. We will only transfer your Personal Data to countries which have an adequate level of data protection as per the European Commission's adequacy decisions, including the EU – U.S. Privacy Shield. In the absence of an adequacy decision, international data transfers will be covered by agreements based on EU Standard Contractual Clauses. You can obtain a copy of these data transfer agreements by contacting our data protection coordinator at congress2020@eurobitume.eu.



7. Data retention periods

We will not store your Personal Data longer than required to fulfil the purpose for which they were collected. If not stated otherwise above, as a general rule, we will delete your Personal Data after 7 years.

8. Your data protection rights

Under applicable data protection law, you have the following rights:

- Right of access the Personal Data we hold about you;
- Right to rectification;
- Right to erasure;
- Right to restriction of processing;
- Right to data portability where the processing of your Personal Data is based on consent or a contract, and is carried out by automated means;
- Right to withdraw consent where the processing of your Personal Data is based on your consent;
- Right to lodge a complaint with a supervisory authority; and

- **Right to object on grounds relating to your particular situation, at any time to the processing your Personal Data. We will no longer process your Personal Data unless we can demonstrate compelling legitimate grounds for the processing which override your interests, rights and freedoms.**

9. Data security

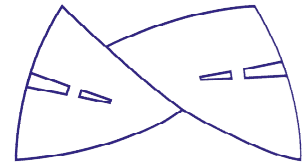
We have implemented appropriate technical and organizational measures to ensure a level of security appropriate to the risk presented by processing your Personal Data, in particular, from accidental or unlawful destruction, loss, alteration, unauthorized disclosure of, or access to your Personal Data. These measures include (i) electronic precautions such as access restriction, firewalls and SSL encryption of the data you submit to us via our Websites to monitor access to our servers and protect against hacking; (ii) physical security measures to prevent unauthorized access to database equipment and hard copies of Personal Data; and (iii) organizational security measures to limit access to Personal Data only to those recipients who have a specific purpose for processing the data.

10. Third party websites

Our Websites may contain links to third party websites. Please note that this Notice does not apply to these websites. We therefore encourage you to read the Data Protection or Privacy Policies of linked websites you enter.

11. Miscellaneous

We may review this Notice from time to time to reflect changes in applicable laws. Appropriate notice of any changes to this Notice will be posted on our Websites. You can find the date this Notice was last revised at the top of the page.



Version Control

12th February 2020

Section 5: UK added after leaving EU

5th June 2020

Added access to proceedings for registrants in table section 4