

## **PRIVACY POLICY**

**for the conference by Aidshilfe Schleswig-Holstein e.V.**

### **1. General Information**

This Privacy Policy explains how personal data is processed in connection with participation in the conference.

Controller:

Aidshilfe Schleswig-Holstein e.V.

(hereinafter referred to as the “Controller”)

Processing is carried out in accordance with

General Data Protection Regulation (GDPR), in particular the principles set out in Article 5 GDPR.

### **2. Categories of Personal Data**

The following data may be processed:

- first and last name
- email address
- organization / institution
- voluntarily provided information

### **3. Purposes of Processing**

Data is processed for:

- registration and participant management
- organization and conduct of the event
- communication with participants
- internal administration and documentation

#### **4. Legal Basis**

Processing is based on:

- Article 6(1)(b) GDPR (performance of a contract)
- Article 6(1)(f) GDPR (legitimate interests)

#### **5. Photo and Video Recording**

Photos and videos may be taken during the event.

Legal basis:

- Article 6(1)(f) GDPR
- Sections 22, 23 German Art Copyright Act (KUG)

Purposes:

- documentation
- public relations
- publication and promotion

Participants have the right to object.

#### **6. Anonymous Testing**

Voluntary anonymous testing for HIV, hepatitis and other STIs may be offered.

- no identification takes place
- no personal data is collected
- results are communicated verbally only

Due to the absence of identifiable data,  
General Data Protection Regulation  
applies only to a limited extent.

#### **7. Data Sharing**

Data may be shared with:

- IT service providers (e.g. registration systems, cloud services)
- where necessary for event organization

Processing is carried out in compliance with GDPR and, where required, based on a data processing agreement pursuant to Article 28 GDPR.

## **8. Data Retention**

Personal data is stored only as long as necessary:

- participant data: up to 3 months after the event
- communication data: up to 6 months
- financial/scholarship data: up to 10 years (legal obligations)
- photo/video material: until purpose ceases or objection is made

Anonymous testing data is not stored.

## **9. Data Processing Location**

Data is processed:

- on servers within the European Union  
or
- via cloud providers in compliance with GDPR

## **10. Data Security**

The Controller implements appropriate measures:

- restricted access (need-to-know principle)
- password protection and, where applicable, two-factor authentication
- protection against unauthorized access
- regular security checks

## **11. Data Deletion**

Data is deleted in accordance with an internal deletion policy:

- after expiry of retention periods
- from all systems (including databases and email systems)
- where technically feasible, also from backups and archives

Alternatively, data may be anonymized.

## **12. Data Subject Rights**

Data subjects have the right to:

- access (Art. 15 GDPR)
- rectification (Art. 16 GDPR)
- erasure (Art. 17 GDPR)
- restriction (Art. 18 GDPR)
- objection (Art. 21 GDPR)

## **13. Right to Lodge a Complaint**

Data subjects have the right to lodge a complaint with a supervisory authority.

## **14. Obligation to Provide Data**

Providing personal data is necessary for participation.

Without such data, participation may not be possible.