

MAX PLANCK INSTITUTE LUXEMBOURG

Data Protection Policy

The Tagung Junger ProzessrechtswissenschaftlerInnen (henceforth known simply as the “Event”) is committed to protecting your personal information and complying with the EU General Data Protection Regulation (EU 2016/679). The Data Protection Policy below provides a summary of the rights available to data subjects under the General Data Protection Regulation (henceforth, GDPR) and how these rights apply in the context of the Event. The explanation includes: how data is collected, which data is collected, reasons for the data collection, provision of consent to use personal data, ability of the subject to withdraw this consent, methods for updating collected data, how data is stored, and how long data is stored.

DATA PROTECTION RIGHTS

The GDPR provides the following rights for individuals:

1. The right to be informed
2. The right of access
3. The right to rectification
4. The right to erasure
5. The right to restrict processing
6. The right to data portability
7. The right to object
8. Rights in relation to automated decision making and profiling.

Provided below is a description of these rights in the context of individual involvement with the Event. To exercise any of these rights, contact us at dpo@mpi.lu

1. HOW DATA WILL BE COLLECTED

In the context of the Event, data collection occurs in the following way(s):

- Certain Personal Data is provided as part of your registration for the Event.
- Additionally, as part of the Event, videos, images, comments, and presentations may be recorded and/or collected to highlight the Event via various marketing mediums (e.g. print, web, social media, etc.).
- The specific data points to be retained are listed in the following Section.

2. WHICH DATA WILL BE COLLECTED

Article 4, Section 1 of the GDPR defines Personal Data as **any information which are related to an identified or identifiable natural person**. In the context of the Event, the following pieces of Personal Data may be collected:

- First Name



- Last Name
- Title and/or Role
- Email Address(es)
- Postal Address(es)
- Phone Number(s)
- External Institution (Work) Name
- External Institution (Work) Address
- Images and/or Video of attendees
- Chat transcripts of recorded sessions
- Audio of recorded sessions

3. HOW WE USE PERSONAL DATA

As part of the Event, we use the collected data described above in Section 2 in the following way(s):

- The Max Planck Institute Foundation Luxembourg will use this data to highlight the research and work presented during the event.
- The Max Planck Institute Foundation Luxembourg may use images and recordings to market future events at the Institute.

Additionally, by agreeing to participate in the Event, participants agree that the data collected may be shared with below data processors who assist in making the Event a success. External data processors involved with the Event include:

- Zoom – Presentations of the Event will occur via Zoom and these presentations will be recorded. The video and transcripts of each recording are stored temporarily on servers managed and maintained by Zoom.
- YouTube – Videos of the Event may be posted to the Max Planck Institute Luxembourg YouTube channel, making the recordings publicly available.

4. STORAGE OF PERSONAL DATA

Your personal information is collected via the methods described above and stored in the following locations:

- Luxembourg on the premises of the Max Planck Institute Foundation Luxembourg
- Certain personal data may be stored and processed as outlined above by third-Party data processors.

5. UPDATING YOUR PERSONAL DATA

All data subjects have the right to update, rectify, and maintain accuracy of their personal data collected for the Event. If you experience difficulties, requests to update personal data can be emailed to dpo@mpi.lu

6. REQUESTING YOUR PERSONAL DATA

Any data subject can request to view the data held for the purposes of the Event at any time. Requests should be sent via email to dpo@mpi.lu



7. RETAINING YOUR PERSONAL DATA

All data will cease to be used upon request, except where retention is required by law for documentation and auditing purposes. As the data may be distributed via various mediums, this data will be erased by the Max Planck Institute Foundation Luxembourg to the extent possible.

8. PROVIDING AND WITHDRAWING YOUR CONSENT

As part of the Event, you agree to the collection, management, and storage of your personal data as outlined in this document. Only the personal data noted above will be collected and this data will be managed according to the processes here described. By continuing to participate in the Event, please know that that this personal data will be used as described.

As a data subject, you have the right to manage your personal data as you deem appropriate. To have Max Planck Institute Foundation Luxembourg cease all processing activities involving your data, please contact us at dpo@mpi.lu

