

MAX PLANCK ENCYCLOPEDIA OF INTERNATIONAL PROCEDURAL LAW

Privacy Policy

The Editorial Team of the Max Planck Encyclopedia of International Procedural ('MPEiPro') is committed to protecting your personal information and complying with the EU General Data Protection Regulation (EU 2016/679). This privacy policy explains how we do this using both the MPEiPro Editorial Manager online system, provided by the American company Aries Systems Corporation and hosted in the United States, and a tailor-made online collaborative work platform hosted in Luxembourg.

HOW & WHICH PERSONAL INFORMATION IS COLLECTED

In the context of the MPEiPro project, the personal information we collect includes:

- First names
- Last names
- Emails

We obtain the personal information about the data subject from public websites or seminars, meetings, public events or other personal interactions (e.g. exchange of business cards). Sometimes, we get these contact details directly from the data subject.

WHY & HOW WE USE YOUR PERSONAL INFORMATION

In order to manage the editorial workflow of the MPEiPro project, we use your personal information in our two online systems in the following ways:

- To suggest authors for each entry;
- To invite authors and receive their response;
- For authors to submit entries
- To review submissions;
- To approve the entry;
- To submit entries, using an SFTP server, to our publishing partner, Oxford University Press (OUP), via the Editorial Manager online system.

Your personal information is only disclosed to the following categories of recipients:

- MPEiPro Editorial Team
- External reviewers
- Publishing partner: Oxford University Press

In the context of the MPEiPro project, you have been invited to sign an agreement with our publishing partner, Oxford University Press concerning the disclosure of your personal information.

We do not transmit your personal information to third parties.

If you do not consent to the storage and use of this personal information, we will not be able to include you in the project.

GIVING AND WITHDRAWING YOUR CONSENT

We will ask for your consent when it is required for us to process your personal information.

You have the right to withdraw that consent. Should you want to withdraw your consent and be removed from the MPEiPro databases, you can do it anytime by contacting us at privacy@mpi.lu.

UPDATING YOUR PERSONAL INFORMATION

In order to keep your personal information as accurate as possible, you have the ability to view and update your user information at any time by logging into the MPEiPro Editorial Manager online system.

STORING YOUR PERSONAL INFORMATION

Your personal information is stored in the US and in Luxembourg, processed in the EU and collected only in Luxembourg. Our IT partner, Aries Systems Corporation, and the MPI Luxembourg can guarantee that appropriate safeguards and technical measures are in place to protect your personal data, which is especially the case in the context of the international transfer of personal data according to the EU-US [Privacy Shield](#) framework.

We will only keep records of your personal information for as long as is reasonably necessary for the purposes of the MPEiPro project. Author's personal information will be kept for a maximum of five years following the last submission received.

The MPEiPro Editorial Team controls the use of the data gathered on the two MPEiPro online systems.

DATA PROTECTION

In accordance with the new regulation, authors, reviewers and other contributors which are included in the MPEiPro online systems have, in particular, the right:

- To be informed,
- To access,
- To rectify,
- To delete,
- To oppose to treatment,
- To limit the treatment,
- To ask for the data portability of the private data concerning her or him.

To exercise this right, contact us at privacy@mpi.lu.