

CORENET GLOBAL UK CHAPTER Privacy Notice

Our contact details

CoreNet Global UK Chapter
The Old George Brewery
Rollestone Street
Salisbury SP1 1DX
UK

T: +44 (0)1722 339811

E: kim@sasevents.co.uk

Controller & Processor

CoreNet Global UK Chapter is the 'Controller' of the personal data you provide to us and can be contacted via kim@sasevents.co.uk. SAS Event & Association Management is the 'Processor' of the personal data you provide to us and can be contacted at registration@sasevents.co.uk

When you visit our website

You can visit our website without giving away your personal information. The UK Chapter uses Google Analytics and Cookies in order to improve our service, user experience and analyse how the website is used.

Cookies are text files placed on your computer to collect standard internet log information and visitor behaviour information. You can set your browser not to accept cookies and remove them from your browser. However, please note that some of our website features may not function as a result. Aside from the approximate location (IP address), the information collected by Google Analytics is mostly anonymous traffic data including browser information, device information and language.

The collected information is used to provide an overview of how people are accessing and using the UK Chapter website. It is not used for any additional purpose, such as to profile those who access our website.

Our website features two plug-ins for easy sharing and following our social media pages: Facebook, operated by Facebook Ireland Ltd, 4 Grand Canal Square, Grand Canal Harbour, Dublin 2, Ireland and Twitter, operated by Twitter International Company, One Cumberland Place, Fenian Street, Dublin 2, Ireland.

Being on our website does not automatically result in sharing data on these social media networks. These plug-ins remain inactive (idle) until clicked upon. Once clicked upon, you will be taken to the said social media networks with their own specific privacy policies you are recommended to consult.

This Privacy Policy is applicable to the services offered by the UK Chapter directly via our website. Our website contains links to other websites. Once redirected to another website, this Policy is no longer applicable.

The type of personal information we collect

We currently collect and process the following information:

- Contact details (name, address, telephone number, email address)
- Special requirements (dietary or mobility)
- Photograph
- Biography, education, credentials, professional interests, honours & awards, professional associations and job history

How we get the personal information and why we have it

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- To secure your attendance and/or participation at the event
- To secure membership of the association
- To aid networking via the CoreNet Global website

We also receive personal information indirectly, from the following sources in the following scenarios:

- The Controller - membership details to manage your membership
- The event photographer/videographer - for the Controller's marketing purposes
- Virtual platforms (Zoom and WebinarJam)

We use the information that you have given us in order to:

- Make all necessary arrangements with you regarding your attendance at or participation in the event eg sending event-specific information, providing tickets or badges, raising invoices and arranging payment of fees, organising special / dietary requirements, secure access to the venue(s), published delegate/dinner lists and sending you post-event materials.
- Confirm your membership eg raising invoices and arranging payment of membership fees.
- Confirm your website log in details.
- Produce videos of past events for publication on the Past Events page.

We may share this information with:

- The Controller and their representatives
- Venue(s)
- Caterer(s)
- Tour host(s)
- Speakers/Presenters
- Mailing house
- Software provider (virtual platform, conference app)
- Other delegates
- Website visitors

Under UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

- a) Your consent

- b) We have a contractual obligation

How we store your personal information

Your information is securely stored on systems and servers within the UK, European Union and the USA. We have a technical & organisation security measures in place to oversee the effective and secure processing of your personal data.

Invoices are retained for a minimum of 6 years, as determined by UK tax law, after which time they are destroyed.

If you opt in for future marketing information, we keep your basic contact details until you notify us that you no longer wish to receive this information or until the contract with the Controller ends.

We will then dispose of your information by purging the event and marketing databases in accordance with the instructions from the Controller.

Your data protection rights

Under data protection law, you have rights including:

- **Your right of access** - You have the right to ask us for copies of your personal information.
- **Your right to rectification** - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.
- **Your right to erasure** - You have the right to ask us to erase your personal information in certain circumstances.
- **Your right to restriction of processing** - You have the right to ask us to restrict the processing of your personal information in certain circumstances.
- **Your right to object to processing** - You have the right to object to the processing of your personal information in certain circumstances.
- **Your right to data portability** - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact our Data Protection Officer representative, Kim Thurlow, at the following if you wish to make a request.

SAS Event & Association Management
The Old George Brewery
Rollestone Street
Salisbury SP1 1DX
UK

T: +44 (0)1722 339811
E: kim@sasevents.co.uk

How to complain

If you wish to raise a complaint on how we have handled your personal data, you can contact our Data Protection Officer representative, Kim Thurlow, who will investigate the matter.

SAS Event & Association Management
The Old George Brewery
Rollestone Street
Salisbury SP1 1DX
UK

T: +44 (0)1722 339811
E: kim@sasevents.co.uk

UK Individuals

If you are not satisfied with our response or believe we are processing your personal data not in accordance with the law UK individuals can complain to the supervisory authority in the UK, the Information Commissioner's Office (ICO).

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire SK9 5AF

Helpline number: 0303 123 1113
ICO website: <https://www.ico.org.uk>

EU Individuals

EU individuals, whose personal data is subject to EU GDPR, may also complain to our EU Representative if you are unhappy with how we have used your data.

Marina Watt
protocol Destination Management Company
Paseo Cerrado de Calderón, 18,
29018 Málaga
Spain

T: +34 952 20 71 39
E: marina@dmcspain.com