Privacy policy

This data protection notice applies on the occasion of the **112.BiblioCon2024** (hereinafter **"Event"**).
We, K.I.T. Group GmbH, including our subsidiaries (hereinafter collectively referred to as: "**company/legal entity"**, "**the company**", "**we**" or "**us**") take the protection of your personal data seriously and would like to inform you at this point about data protection in our company.
Within the scope of our responsibility under data protection law, additional obligations have been imposed on us by the entry into force of the EU General Data Protection Regulation (Regulation (EU) 2016/679; hereinafter: **"GDPR") in order** to ensure the protection of personal data of the person affected by a processing operation (we also address you as data subject hereinafter with **"customer", "user"**, "**you", "you"** or "**data subject"**).
Insofar as we decide either alone or jointly with others on the purposes and means of data processing, this includes above all the obligation to inform you transparently about the nature, scope, purpose, duration and legal basis of the processing (cf. Art. 13 and 14 GDPR). With this statement (hereinafter: "**Privacy Notice**"), we inform you about the manner in which your personal data is processed by us.
The design and granting of consent to data processing is exclusively in accordance with the requirements of § 25 (1) TTDSG in conjunction with Artt. 6 (1) lit. a, 5 No. 11 GDPR.

Our data protection notices have a modular structure. It consists of a general part for all processing of personal data and processing situations that come into play each time a website is called up (A. General) and a special part, the content of which relates in each case only to the processing situation specified there with the designation of the respective offer or product, in particular the visit to websites and/or participation in the event (B. Visit to websites and the event), as detailed here. The above information is then referred to in section C. (Cookie Policy) with its presentation of the cookies and tools used. In addition, if there are relevant processing operations, the specific sections D. (Business Partner) and E. (Online-based audio and video conferencing) must be taken into account.

To find the parts that are relevant to you, please refer to the following overview for the breakdown of the privacy notices:

Part A (General)
This part is always relevant for you as a participant of the congress and visitor of the websites.

Part B (website and social media presence, congress offerings)
The aforementioned principles are relevant to you when you visit the event-related websites, including social media appearances, and take advantage of the Congress offerings.

Part C (Cookie Policy)
The Cookie Policy contains the list of cookies, plugins and tools used, as well as the information about the possibilities of revocation of consent to data processing once given.

Part D (Business Partner)
These principles are relevant for you if you want to work with us as a client, service provider, supplier or similar partner, are already in an ongoing business relationship with us or have been in the past.

Part E (Special features of participation in online-based audio and video conferences)
These principles are relevant to you if you participate or intend to participate in online-based audio and video conferencing as part of the event.

A. General

(1) Definitions

Following the example of Art. 4 GDPR, these data protection notices are based on the following definitions:

- "Personal data" (Art. 4 No. 1 GDPR) means any information relating to an identified or identifiable natural person ("data subject"). A person is identifiable if he or she can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, an online identifier, location data or by means of information relating to his or her physical, physiological, genetic, mental, economic, cultural or social identity characteristics. The identifiability can also be given by means of a linkage of such information or other additional knowledge. The origin, form or embodiment of the information is irrelevant (photographs, video or audio recordings may also contain personal data).
- "Processing" (Art. 4 No. 2 GDPR) means any operation which involves the handling of personal data, whether or not by automated (i.e. technology-based) means. This includes, in particular,

the collection (i.e. acquisition), recording, organization, arrangement, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment, combination, restriction, erasure or destruction of personal data, as well as the change of a purpose or intended use on which a data processing was originally based.

- "Controller" (Art. 4 No. 7 GDPR) means the natural or legal person, public authority, agency or other body which alone or jointly with others determines the purposes and means of the processing of personal data.
- "Third Party" (Art. 4 No. 10 GDPR) means any natural or legal person, public authority, agency or other body other than the Data Subject, the Controller, the Processor and the persons who are authorized to process the Personal Data under the direct responsibility of the Controller or Processor; this also includes other group-affiliated legal entities.
- A "processor" (Art. 4 No. 8 GDPR) is a natural or legal person, authority, institution or other body that processes personal data on behalf of the controller, in particular in accordance with the controller's instructions (e.g. IT service provider). In particular, a processor is not a third party in the sense of data protection law.
- Consent" (Art. 4 No. 11 GDPR) means any freely given specific, informed and unambiguous indication of the data subject's wishes in the form of a statement or other unambiguous affirmative act by which the data subject signifies his or her agreement to the processing of personal data relating to him or her.

(2) Name and address of the controller

We are the responsible party for the processing of your personal data on the websites operated by us within the meaning of Art. 4 No. 7 GDPR:

K.I.T. Group GmbH
Kurfürstendamm 71
10709 Berlin
Germany
Tel.: +49 30 24603 0
Fax.: +49 30 24603 200
info@kit-group.org

For further information on our company, please refer to the imprint details on our website https://www.kit-group.org/de/legal-notice/.

(3) Contact details of the data protection officer

Our company data protection officer is available at all times to answer any questions you may have and to act as your contact person on the subject of data protection at our company. The external data protection officer of K.I.T. Group is provided by:

exkulpa gmbh
Waldfeuchter Straße 266
52525 Heinsberg
www.exkulpa.de
Tel.: 02452/993311
E-Mail: security@kit-group.org

(4) Legal basis for data processing

By law, in principle, any processing of personal data is prohibited and only permitted if the data processing falls under one of the following justifications:

– Art. 6 (1) p. 1 lit. a GDPR ("consent"): If the data subject has voluntarily, in an informed manner and unambiguously indicated by a statement or other unambiguous affirmative action that he or she consents to the processing of personal data relating to him or her for one or more specific purposes;

– Art. 6 (1) p. 1 lit. b GDPR: If the processing is necessary for the performance of a contract to which the data subject is a party or for the performance of pre-contractual measures taken at the request of the data subject;

– Art. 6 (1) p. 1 lit. c GDPR: If processing is necessary for compliance with a legal obligation to which the controller is subject (e.g. a legal obligation to preserve records);

– Art. 6 (1) p. 1 lit. d GDPR: If the processing is necessary to protect the vital interests of the data subject or another natural person;

– Art. 6 (1) p. 1 lit. e GDPR: Where processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller, or

– Art. 6 (1) p. 1 lit. f GDPR ("Legitimate Interests"): If the processing is necessary to protect legitimate (in particular legal or economic) interests of the controller or a third party, unless the conflicting interests or rights of the data subject prevail (in particular if the data subject is a minor).

For the processing operations carried out by us, we indicate below the applicable legal basis in each case. A processing operation may also be based on several legal bases.

(5) Data deletion and storage period

For the processing operations carried out by us, we indicate below in each case how long the data will be stored by us and when it will be deleted or blocked. Unless an explicit storage period is specified below, your personal data will be deleted or blocked as soon as the purpose or legal basis for the storage no longer applies. As a matter of principle and as far as possible, your data will only be stored on our servers in Germany, subject to any transfer that may take place in accordance with the provisions in A.(7) and A.(8).

However, storage may take place beyond the specified time in the event of a (threatened) legal dispute with you or other legal proceedings or if storage is provided for by statutory provisions to which we are subject as the responsible party (e.g. § 257 HGB, § 147 AO). If the storage period prescribed by the legal regulations expires, the personal data will be blocked or deleted unless further storage by us is necessary and there is a legal basis for this.

(6) Data security

We use appropriate technical and organizational security measures to protect your data against accidental or intentional manipulation, partial or complete loss, destruction or against unauthorized access by third parties (e.g. TLS encryption for our website), taking into account the state of the art, implementation costs and the nature, scope, context and purpose of the processing, as well as the existing risks of a data breach (including its probability and impact) for the data subject. Our security measures are continuously improved in line with technological developments.

We will be happy to provide you with more detailed information on request. Please contact our data protection officer (see under A.(3)).

(7) Cooperation with processors

As with any larger company, we also use external domestic and foreign service providers (e.g. for IT, logistics, tele media services and telecommunications, sales and marketing) to handle our business transactions. These service providers only act on our instructions and have been contractually obligated to comply with the provisions of data protection law within the meaning of Art. 28 GDPR or – if applicable – on the basis of standard contractual clauses.

Insofar as personal data from you is passed on by us to our subsidiaries or is passed on to us by our subsidiaries (e.g. for advertising purposes), this is done on the basis of existing order processing relationships or joint responsibilities. You can find an overview of our subsidiaries at https://www.kit-group.org/de/offices/.

(8) Conditions for the transfer of personal data to third countries

In the course of our business relationships, your personal data may be transferred or disclosed to third party companies. These may also be located outside the European Economic Area (EEA), i.e. in third countries. Such processing takes place exclusively for the fulfillment of contractual and business obligations and to maintain your business relationship with us. We will inform you about the respective details of the transfer in the following at the relevant points.

Some third countries are certified by the European Commission as having a level of data protection comparable to the EEA standard through so-called adequacy decisions (a list of these countries and a copy of the adequacy decisions can be obtained here: https://commission.europa.eu/law/law-topic/data-protection/international-dimension-data-protection/adequacy-decisions_en). However, in other third countries to which personal data may be transferred, there may not be a consistently high level of data protection due to a lack of legal provisions. If this is the case, we ensure that data protection is adequately guaranteed. This is possible through binding company regulations, standard contractual clauses of the

European Commission for the protection of personal data, certificates or recognized codes of conduct. Please contact our data protection officer (see under A.(3)) if you would like more information on this.

(9) No automated decision making (including profiling)

We do not intend to use any personal data collected from you for any automated decision making process (including profiling).

(10) No obligation to provide personal data

We do not make the conclusion of contracts with us dependent on you providing us with personal data in advance. As a customer, you are under no legal or contractual obligation to provide us with your personal data; however, we may only be able to provide certain services to a limited extent or not at all if you do not provide the necessary data. If this should exceptionally be the case in the context of the products we offer presented below, you will be informed of this separately.

(11) Legal obligation to transmit certain data

We may be subject to a specific legal or statutory obligation to provide the lawfully processed personal data to third parties, in particular public bodies (Art. 6 (1) lit. c GDPR).

(12) Your rights

You can assert your rights as a data subject regarding your processed personal data at any time by contacting us using the contact details provided at the beginning of A.(2). You have the right as a data subject:

- in accordance with Art. 15 GDPR, you may request information about your data processed by us. In particular, you can request information about the processing purposes, the category of data, the categories of recipients to whom your data has been or will be disclosed, the planned storage period, the existence of a right to rectification, erasure, restriction of processing or objection, the existence of a right of complaint, the origin of your data if it was not collected by us, as well as the existence of automated decision-making, including profiling and, if applicable, meaningful information about its details;
- in accordance with Art. 16 GDPR, you have the right to demand the correction of incorrect data or the completion of your data stored by us without delay;
- in accordance with Art. 17 GDPR, you may request the deletion of your data stored by us, unless the processing is necessary for the exercise of the right to freedom of expression and information, for compliance with a legal obligation, for reasons of public interest, or for the assertion, exercise or defense of legal claims;
- in accordance with Art. 18 GDPR, you have the right to demand the restriction of the processing of your data, insofar as the correctness of the data is disputed by you or the processing is unlawful;
- according to Art. 20 GDPR to receive your data that you have provided to us in a structured, common and machine-readable format or to request the transfer to another controller (“data portability”);
- **object to the processing pursuant to Art. 21 GDPR, provided that the processing is based on Art. 6 (1) p. 1 lit. e or lit. f GDPR. This is particularly the case if the processing is not necessary for the performance of a contract with you. Unless it is an objection to direct marketing, when exercising such an objection, we ask you to explain the reasons why we should not process your data as we have done. In the event of your justified objection, we will examine the merits of the case and either discontinue or adapt the data processing or show you our compelling legitimate grounds on the basis of which we will continue the processing;**
- in accordance with Art. 7 (3) GDPR, to revoke your consent given once (also before the applicability of the GDPR, i.e. before 25.5.2018) – i.e. your voluntary will, made understandable in an informed manner and unambiguously by means of a declaration or other unambiguous confirming act, that you agree to the processing of the personal data in question for one or more specific purposes – at any time vis-à-vis us, if you have given such consent. This has the consequence that we may no longer continue the data processing, which was based on this consent, for the future and
- In accordance with 77 GDPR, you have the right to complain to a data protection supervisory authority about the processing of your personal data in our company, such as the data protection supervisory authority responsible for us:

Berlin Commissioner for Data Protection and Freedom of Information, Alt-Moabit 59-61,

10555 Berlin, Germany, Tel: +49 30 13889 0, Fax: +49 30 2155050, mailbox@datenschutz-berlin.de

(13) Changes to the data protection notice

In the context of the further development of data protection law as well as technological or organizational changes, our data protection information is regularly reviewed to determine whether it needs to be adapted or supplemented. You will be informed of any changes, in particular on our German website at https://2026.bibliocon.de/datenschutz/. This data protection notice is current as of August 2023.

B. Visiting websites

(1) Explanation of the function

Information about our company and the services offered by us within the framework of the BiblioCon 2024 can be found in particular at https://2026.bibliocon.de/ together with the associated sub-pages and our company's website (hereinafter collectively referred to as "websites"). When you visit these websites, personal data may be processed.

(2) Personal data processed

When you use the websites for information purposes, when you register as an event participant and/or when you purchase services from us, the following categories of personal data are collected, stored and processed by us:

"Log data": When you visit our websites, a so-called log data record (so-called server log files) is stored temporarily and anonymously on our web server. This consists of:

- the page from which the page was requested (so-called referrer URL).
- the name and URL of the requested page
- the date and time of the call
- the description of the type, language and version of the web browser used.
- the IP address of the requesting computer, which is shortened in such a way that a personal reference can no longer be established.
- the amount of data transferred
- the operating system
- the message whether the call was successful (access status/http status code).
- the GMT time zone difference

"Participant data": In order to participate in the event and related offers, you must register via the registration form. In doing so, the submitted data will be processed (e.g. gender, surname and first name, title, nationality, address, institution/company, e-mail address, research or activity area, billing data such as account or credit card data). If you participate in the event as a speaker, additional data will be processed (e.g. data on your status as an author, memberships in scientific professional associations, publication data).

"Accommodation data": If you inquire about or book a place of accommodation on our websites, the data transmitted in the process will be processed (e.g. surname and first name, title, e-mail address, billing address, billing data such as account or credit card data).

"Billing data": If you order or use chargeable services from or via us, the data transmitted in the process will be processed (billing data, e.g. account or credit card data).

"Contact details": if you use the e-mail addresses provided to contact us, the data transmitted will be processed (at least the e-mail address and the time of transmission, in addition, depending on the information provided, e.g. surname and first name, address, institution/company).

"Contact form data": When contact forms are used, the data transmitted through them are processed (e.g. gender, surname and first name, address, institution/company, e-mail address and the time of transmission).

"Newsletter data": In addition to the purely informational use of our website, the subscription to our newsletter is offered, with which you receive information about current developments about the Congress, the organizing professional associations as well as other events. If you subscribe to the newsletter, the following "newsletter data" will be collected, stored and processed by us:

- the page from which the page was requested (so-called referrer URL)

- the date and time of the request
- the description of the type of web browser used
- the IP address of the requesting computer, which is shortened in such a way that a personal reference can no longer be established
- the e-mail address
- the date and time of registration and confirmation.

Further information on the processing of personal data within the scope of the newsletter dispatch can be found in section C. Cookie Policy

(3) Purpose and legal basis of data processing

We process the personal data specified in more detail above in accordance with the provisions of the GDPR, the other relevant data protection regulations and only to the extent necessary. Insofar as the processing of personal data is based on Art. 6 (1) lit. f GDPR, the aforementioned purposes also represent our legitimate interests.

- The processing of the log data serves statistical purposes and the improvement of the quality of our website, in particular the stability and security of the connection (legal basis is Art. 6 (1) lit. f GDPR).
- Participant data is processed for the purpose of fulfilling the contract concluded upon registration for participation in the event (legal basis is Art. 6 (1) lit. b GDPR). Any processing of special categories of personal data will only take place within the narrow limits of Art. 9 GDPR (e.g. health data, biometric data, origin data). Participant data will only be processed for advertising and marketing purposes if you have consented to the processing or if the processing is necessary to protect our legitimate (in particular legal or economic) interests, unless your conflicting interests or rights prevail (legal basis is Art. 6 (1) lit. a or lit. f GDPR).
- The processing of the accommodation data takes place in preparation and for the fulfillment of the accommodation contract (legal basis is Art. 6 (1) lit. b or lit. f GDPR).
- The processing of billing data takes place in the context of billing for services ordered or used for a fee (legal basis is Art. 6 (1) lit. b GDPR).
- The processing of contact data is carried out for the processing of customer inquiries , for informational and/or promotional purposes (legal basis is Art. 6 (1) lit.b or lit. f GDPR, if consent is given Art. 6 (1) lit a GDPR).
- The processing of contact form data is carried out for the processing of customer inquiries, for informational and/or promotional purposes (legal basis is Art. 6 (1) lit.b or lit. f GDPR, if consent is given Art. 6 (1) lit a GDPR).
- The newsletter data collected upon registration will be processed for the purpose of sending the newsletter. By registering for a newsletter, you consent to the processing of your personal data (legal basis is Art. 6 (1) lit. a GDPR). We use the so-called double opt-in procedure to register for the newsletter. This means that after your registration, we will send you an email to the email address you provided, in which we ask you to confirm that you would like to receive the newsletter. This procedure serves to verify your registration and, if necessary, to clarify any possible misuse of your personal data. You can revoke your consent to receive the newsletter at any time and unsubscribe. You can declare the revocation by clicking on the link contained in every newsletter e-mail, by sending an e-mail to bibliocon@kit-group.org or by sending a message to the contact data mentioned under point A. (2).

(4) Duration of data processing

Your data will only be processed for as long as is necessary to achieve the above-mentioned processing purposes; the legal bases specified in the context of the processing purposes apply accordingly. With regard to the use and storage duration of cookies, please refer to point A.(5) and the Cookie Policy in section C.

Third parties engaged by us will store your data on their systems for as long as is necessary in connection with the provision of services for us in accordance with the respective order.

For more details on the storage period, please refer to A.(5) and the Cookie Policy in Section C.

(5) Transfer of personal data to third parties; basis for justification

The following categories of recipients, which are usually processors (see A.(7)), may receive access to your personal data:

- Service providers for the operation of our websites and the processing of data stored or transmitted by the systems (e.g. for data center services, booking platforms and systems for

registrations / sponsors / exhibitors / hotel bookings, payment processing, IT security, app service providers). The legal basis for the transfer is then Art. 6 (1) lit. b or lit. f GDPR, insofar as it does not involve order processors;

- Government agencies/authorities, insofar as this is necessary to fulfill a legal obligation. The legal basis for the disclosure is then Art. 6 (1) lit. c GDPR;
- Persons employed to carry out our business operations (e.g. auditors, banks, insurance companies, legal advisors, supervisory authorities). The legal basis for the disclosure is then Art. 6 (1) lit. b or lit. f GDPR.
- Professional bodies in the context of the recognition of training events and the awarding of training points to participants (certification bodies). The legal basis for the transfer is Art. 6 (1) lit. b or lit. f GDPR, insofar as it does not involve order processors.
- Service providers for the organization and implementation of the event and the processing of the transmitted data required for this purpose (e.g. venue operators, lecture and abstract submission services, logistics and security companies, technical service providers, accommodation and transport companies, catering, fringe events). The legal basis for the transfer is Art. 6 (1) lit. b or lit. f GDPR, insofar as it does not involve order processors.

For the guarantees of an adequate level of data protection in the event of a transfer of the data to third countries, see A.(8).

In addition, we will only disclose your personal data to third parties if you have given your express consent to do so in accordance with Art. 6 (1) lit. a GDPR.

(6) Use of cookies, plugins and other services on our website

a) Cookie

We use cookies on our websites. Cookies are small text files that are assigned to the browser you are using and stored on your hard drive by means of a characteristic character string and through which certain information flows to the entity that sets the cookie. Cookies cannot execute programs or transfer viruses to your computer and therefore cannot cause any damage. They serve to make the Internet offer as a whole more user-friendly and effective, i.e. more pleasant for you.

Cookies can contain data that makes it possible to recognize the device used. In some cases, however, cookies only contain information about certain settings that are not personally identifiable. However, cookies cannot directly identify a user.

A distinction is made between session cookies, which are deleted as soon as you close your browser, and permanent cookies, which are stored beyond the individual session. With regard to their function, a distinction is made between cookies:

- Technical cookies: these are mandatory to move around the website, use basic functions and ensure the security of the website; they do not collect information about you for marketing purposes, nor do they store which web pages you have visited;
- Performance Cookies: these collect information about how you use our website, which pages you visit and, for example, whether errors occur during website use; they do not collect information that could identify you – all information collected is anonymous and is only used to improve our website and find out what interests our users;
- Advertising cookies, targeting cookies: These are used to offer the website user tailored advertising on the website or offers from third parties and to measure the effectiveness of these offers; advertising and targeting cookies are stored for a maximum of 13 months;
- Sharing cookies: These are used to improve the interactivity of our website with other services (e.g. social networks); sharing cookies are stored for a maximum of 13 months.

Any use of cookies that is not absolutely technically necessary constitutes data processing that is only permitted with your explicit and active consent pursuant to Art. 6 (1) lit. a GDPR, § 25 (1) TTDSG. This applies in particular to the use of advertising, targeting or sharing cookies. In addition, we will only share your personal data processed through cookies with third parties if you have given your explicit consent to do so in accordance with Art. 6 (1) lit. a GDPR, § 25 (1) TTDSG.

b) Cookie Policy

For more information about which cookies we use and how you can manage your cookie settings and disable certain types of tracking, please see our Cookie Policy in Section C.

c) Social media plugins
We do not use social media plugins on our websites. If our websites contain icons of social media providers (e.g. Facebook, X/Twitter, Instagram), we use these only for passive linking to the pages of the respective providers.

C. Cookie Policy

(1) Overview of cookies used

1.1 Consent with Borlabs Cookie

Our website uses Borlabs Cookie Consent technology to obtain your consent to the storage of certain cookies in your browser or to the use of certain technologies and to document this in accordance with data protection law. The provider of this technology is Borlabs – Benjamin A. Bornschein, Rübenkamp 32, 22305 Hamburg (hereinafter referred to as Borlabs).

When you visit our website, a Borlabs cookie is stored in your browser, in which the consents you have given or the revocation of these consents are stored. This data is not passed on to the cookie provider Borlabs.

The following essential cookie is used when using the website:

1. a) Name: borlabs-cookie
2. b) Aim and purpose: Borlabs Cookie Consent Technology is used to obtain the legally required consent to the use of cookies. The legal basis for this is Art. 6 (1) lit. c GDPR. This cookie stores the cookie settings of a user.
3. c) Retention period: The essential cookie expires automatically after 1 year.

The collected data will be stored until you request us to delete it or until you delete the Borlabs cookie yourself or within the above-mentioned period. Mandatory legal retention periods remain unaffected. Details on the data processing of Borlabs Cookie can be found at https://de.borlabs.io/kb/welche-daten-speichert-borlabs-cookie/.

1.2 Google Analytics

This website uses functions of the web analysis service Google Analytics. The provider of this service is Google Ireland Limited (“Google”), Gordon House, Barrow Street, Dublin 4, Ireland.

Google Analytics enables the website operator to analyze the behavior patterns of website visitors. For this purpose, the website operator receives a variety of user data, such as pages viewed, time spent on the page, operating system used and origin of the user. This data is assigned to the respective end device of the user. An assignment to a device ID does not take place.

Google Analytics uses technologies that enable the recognition of the user for the purpose of analyzing user behavior (e.g. cookies or device fingerprinting). The information collected by Google about the use of the website is usually transferred to a Google server in the United States and stored there. The data transfer to the USA takes place on the basis of the Standard Contractual Clauses (SCC) of the European Commission. Details can be found here: https://privacy.google.com/businesses/controllerterms/mccs/
The following performance cookies are used when using the website:

a) Designations: _ga, _gat, _gid

b) Aim and purpose: Google Analytics (GA) performance cookies for website analysis. The legal basis is Art. 6 (1) lit. f GDPR. The operator of this website has a legitimate interest in analyzing user behavior in order to optimize both the online offer and the operator’s advertising activities. If a corresponding consent exists, the processing is carried out exclusively on the basis of Art. 6 (1) lit. a GDPR and Section 25 (1) TTDSG, insofar as the consent includes the storage of cookies or access to information in the user’s terminal device (e.g. device fingerprinting) as defined by the TTDSG. This consent can be revoked at any time.

c) Retention period: With the new standard feature of Google Analytics 4 (GA4), performance cookies usually expire automatically after 14 months. User or event level data stored by Google in connection with cookies, user identifiers or advertising identifiers (e.g. DoubleClick cookies, Android advertising identifiers) are anonymized or deleted after 2 months. For details, please click on the following link: https://support.google.com/analytics/answer/7667196?hl=en

IP anonymization

We have activated the IP anonymization function on this website. The IP addresses of users are anonymized by Google. This is a new standard feature of Google Analytics 4 (GA4). The automatically activated IP anonymization cannot be deactivated,
see https://support.google.com/analytics/answer/9019185?hl=en#zippy=%2Cin-this-article.
Opt-out options

a) Withdrawal of consent

You can revoke your consent to cookies. To do this, you must click on the link “Change cookie settings” in the footer and, if necessary, “Show cookie information”.

b) Browser plugin

You can prevent the collection and processing of your data by Google by downloading and installing the browser plugin available at the following link: https://tools.google.com/dlpage/gaoptout?hl=en
For more information about how Google Analytics handles user data, please see Google’s privacy policy at: https://support.google.com/analytics/answer/6004245?hl=en
Demographic parameters provided by Google Analytics

If this website uses the “Demographic Characteristics” function of Google Analytics (e.g. age, gender and interests of website visitors), this is done in order to display suitable ads within the Google advertising network. The sources of information are Google’s interest-based advertising and visitor data obtained from third-party providers. This data cannot be assigned to a specific person. You can either deactivate this function at any time by making appropriate changes to the advertising settings in your Google account, or you can generally prohibit the collection of your data, as explained in the “Opt-out options” section above.

Data processing agreement

We have concluded a data processing agreement with Google and fully implement the strict requirements of the German data protection authorities when using Google Analytics.

1.3 Fonts (local hosting)
Google Fonts are disabled. There is no connection to Google servers. For more information, see https://developers.google.com/fonts/faq and https://policies.google.com/privacy?hl=de.
However, the following fonts “gotham-pro-light” and “gotham-pro-medium” were converted to the file formats: . woff, woff2, . svg, . ttf and . eot, uploaded to the web server and included at the program level so that they are available locally.

1.4 Contact form
A contact form is available on the website. This is generated the WordPress plug-in “Contact Form 7”.

The following plug-in in the privacy-friendly default setting is used when using the contact function:

a) Designation: Advanced CF7 DB – GDPR compliant

b) Aim and purpose: The plug-in enables you as a visitor to contact us and collects the following data:

- Sender name
- E-mail address of the sender
- Message subject
- Message
- Checkbox to acknowledge the privacy policy
- G Recaptcha response (encrypted)
- Dispatch note
- IP address of the sender
- Timestamp

c) Retention period: The collected data is regularly deleted automatically after the purpose has been achieved and at the latest after the event has been completed.

(2) Overview of plugins and tools used

2.1 YouTube with enhanced privacy

YouTube videos are embedded on this website. The operator of the pages is Google Ireland Limited ("Google"), Gordon House, Barrow Street, Dublin 4, Ireland.

We use YouTube in extended privacy mode. According to YouTube, this mode means that YouTube does not store any information about visitors to this website before they view the video. However, the transmission of data to YouTube partners is not necessarily excluded by the extended data protection mode. For example, YouTube connects to the Google DoubleClick network regardless of whether you watch a video.

As soon as you start a YouTube video on this website, a connection to the YouTube servers is established. This tells the YouTube server which of our pages you have visited. If you are logged into your YouTube account, you enable YouTube to assign your surfing behavior directly to your personal profile. You can prevent this by logging out of your YouTube account.

In addition, YouTube may store various cookies on your end device after starting a video or use comparable recognition technologies (e.g. device fingerprinting). In this way, YouTube can obtain information about the visitors to this website. This information is used, among other things, to compile video statistics, improve the user experience and prevent fraud attempts.

If necessary, further data processing processes may be triggered after the start of a YouTube video, over which we have no control.

YouTube is used in the interest of an appealing presentation of our online offers. This represents a legitimate interest within the meaning of Art. 6 (1) lit. f GDPR. If a corresponding consent has been obtained, the processing is carried out exclusively on the basis of Art. 6 (1) lit. a GDPR and § 25 (1) TTDSG; the consent can be revoked at any time.

For more information on YouTube's privacy policy, please see their privacy policy at: https://policies.google.com/privacy?hl=de

2.2 Google Maps

This website uses the map service Google Maps. The provider is Google Ireland Limited ("Google"), Gordon House, Barrow Street, Dublin 4, Ireland.

To enable the use of the Google Maps functions, your IP address must be stored. This information is usually transferred to a Google server in the USA and archived there. The operator of this website has no influence on the data transfer. If Google Maps is activated, Google has the option of using Google Web Fonts for the uniform display of fonts. When you call up Google Maps, your browser loads the required web fonts into your browser cache in order to display texts and fonts correctly.

We use Google Maps to present our online content in an appealing way and to make the places indicated on our website easy to find. This constitutes a legitimate interest within the meaning of Art. 6 (1) lit. f GDPR. If there is a corresponding declaration of consent, the processing of the data is carried out exclusively on the basis of Art. 6 (1) lit. a GDPR and Section 25 (1) TTDSG, insofar as the consent includes the storage of cookies or access to information in the user's terminal device (e.g. device fingerprinting) as defined by the TTDSG. This declaration of consent can be revoked at any time.

The data transfer to the USA is based on the Standard Contractual Clauses (SCC) of the European Commission. Details can be found here: https://privacy.google.com/businesses/gdprcontrollerterms/ and https://privacy.google.com/businesses/gdprcontrollerterms/sccs/
For more information about the handling of user data, please see Google's privacy policy at: https://policies.google.com/privacy?hl=en

2.3 CleverElements

In the context of the event, CleverElements is used for sending newsletters. The provider is CleverElements GmbH, Prinzessinnenstr. 19-20, 10969 Berlin (Germany).

CleverElements is a service with which, among other things, the sending of newsletters can be organized and analyzed. The data you enter for the purpose of receiving newsletters is stored on CleverElements' servers in Germany.

Data analysis by CleverElements

With the help of CleverElements, newsletter campaigns can be analyzed. Among other things, we can see whether a newsletter message was opened and which links, if any, were clicked. Thus, it is basically possible to determine whether and which links were clicked particularly often.

CleverElements offers the possibility to subdivide the newsletter recipients according to different recipient categories (e.g., place of residence). In this way, the newsletters can be better adapted to the respective target groups. An analysis in this regard by CleverElements can be prevented by unsubscribing from the newsletter. For this purpose, we provide a corresponding link in each newsletter message.

For detailed information on the functions of CleverElements, please refer to the following link: https://cleverelements.com/product

Legal basis

As already stated above under B.(3), the data processing is based on your consent (Art. 6 (1) lit. a GDPR). You can revoke this consent at any time. The legality of the data processing operations already carried out remains unaffected by the revocation.

Storage period

The data you provide for the purpose of receiving the newsletter will be stored by us or the newsletter service provider until you unsubscribe from the newsletter and will be deleted from the newsletter distribution list after you unsubscribe from the newsletter. Data that has been stored by us for other purposes remains unaffected by this.

After you have unsubscribed from the newsletter distribution list, your e-mail address will be stored by us or the newsletter service provider in a blacklist, if necessary, to prevent future mailings. The data from the blacklist will only be used for this purpose and will not be merged with other data. This serves both your interest and our interest in complying with legal requirements when sending newsletters (legitimate interest within the meaning of Art. 6 (1) lit. f GDPR). The storage in the blacklist is not limited in time. You can object to the storage if your interests outweigh our legitimate interest.

(3) Overview of cookies on the profile and/or registration pages.

On the subpages for registration for the congress, registration for the workshops, submission of abstracts and, if applicable, presentations and, if applicable, hotel bookings (“profile pages”), only so-called session cookies (“session cookies”) are regularly used.

Session cookies are used by a server to store information about activity on our pages so that you, as a user, can simply continue from the point where you last used the pages. Normally, pages have no “memory”. Cookies tell the server which pages to show you, so you don’t have to remember or navigate from the beginning. Cookies are therefore a kind of bookmark within our pages.

The following session cookie is used when using the profile pages:

a) Name: JSESSIONID

b) Aim and purpose: The session cookie identifies you as a visitor between different pages and stores certain properties and settings for displaying teasers and similar offers.

c) Retention period: The session cookie is automatically deleted when you leave the profile pages.

D. Special features for business partners

In the relationship with our business partners, additional processing of personal data may occur. In this context, business partners are legal entities or natural persons with whom we maintain or have maintained in the past or intend to establish in the future a business relationship in order to achieve and implement our corporate purpose (in particular clients for events and/or business office management, sponsors, exhibitors, suppliers, service providers).

(1) Personal data processed

“Marketing and Sales Data”: If you or third parties commissioned by you are in contact with us within the scope of a formerly or currently existing business relationship or if a future business relationship is to be

initiated, the transmitted data of the contact persons will be processed (e.g. surname, first name, title, e-mail address, institution/company, address).

“Employee data”: If you request information or services, order or provide services within the scope of a former, current or future business relationship, the transmitted data of the contact persons will be processed (e.g. surname, first name, title, e-mail address, institution/company, address).

(2) Purpose and legal basis of the processing

Marketing and sales data is processed for information and advertising purposes vis-à-vis existing or former business partners and to attract new business partners (legal basis is Art. 6 (1) lit. f, in the case of an existing business relationship also Art. 6 (1) lit. b GDPR).

The processing of employee data takes place in preparation, implementation and fulfillment of the underlying contractual relationship with the respective business partner (legal basis is Art. 6 (1) p. 1 lit. b or lit. f GDPR).

(3) Retention period of the data

The retention period of the transmitted data is based on the above principles from B. (4) in conjunction with A. (5). In deviation from this, in the case of marketing and sales data, we reserve the right to retain the data you have provided on the basis of our legitimate interests for up to 6 months from the termination of the last business contact with us (legal basis is Art. 6 (1) p. 1 lit. f GDPR).

E. Special features of participation in online-based audio and video conferences (conference tools)

The information provided under A. and B. shall continue to apply unchanged subject to the deviations below:

(1) Processing of the data

The event will be held as a physical event with digital elements.

To communicate with attendees and/or third parties interested in participating in the event in any way, we may use, among other things, online conferencing tools. The tools we may use are detailed below. When you communicate with us via video or audio conferencing over the Internet, your personal data will be collected and processed by the provider of the relevant conferencing tool and by us. The conferencing tools collect any information you provide/provide to use the tools (email address and/or your phone number). In addition, the conference tools process the duration of the conference, the start and end (time) of participation in the conference, the number of participants and other “contextual information” about the communication process (metadata).

In addition, the tool provider processes all technical data required for handling online communication. This includes, in particular, IP addresses, MAC addresses, device IDs, device type, operating system type and version, client version, camera type, microphone or speaker and the type of connection.

If content is exchanged, uploaded or otherwise made available within the tool, it will also be stored on the tool provider’s servers. This content includes, but is not limited to, cloud recordings, chat/instant messages, voice messages, uploaded photos and videos, files, whiteboards, and other information exchanged while using the service.

Please note that we do not have complete influence on the data processing procedures of the tools used. Our options are largely determined by the corporate policy of the respective provider. For more information on data processing by the conference tools, please refer to the privacy statements of the tools used, which we have listed below this text.

(2) Purpose and legal basis

The conference tools are used to communicate with potential or existing contractual partners or to offer certain services to the participants (Art. 6 (1) lit. b GDPR). In addition, the use of the tools serves the general simplification and acceleration of communication with us or our company (legitimate interest within the meaning of Art. 6 (1) lit.f GDPR). Insofar as consent has been obtained in accordance with Art. 6 (1) lit. a GDPR and – if information is stored on the user’s device – §25 (1) TTDSG, the tools in question are used on the basis of this consent; consent can be revoked at any time with effect for the future.

(3) Retention period

The data we collect directly via the video and conference tools is deleted from our systems as soon as you request us to delete it, revoke your consent to store it, or the reason for storing it no longer applies. Stored cookies remain on your terminal device until you delete them. Mandatory legal retention periods remain unaffected by this.

We have no influence on the duration of the storage of your data, which is stored by the operators of the conference tools for their own purposes. For details, please contact the operators of the conference tools directly.

(4) Conference tools used

In preparation, during or after the event, we can use various conference tools to provide digital access to content for all participants:

a) Digital event platform

In order to provide the best and most reliable digital participation experience for each participant, we may use a digital event platform solution. The provider of the service is us, the K.I.T. Group (see information under A.(2)). The data processing takes place as described in this privacy policy.

b) Zoom

We may use Zoom. The provider of this service is Zoom Communications Inc, San Jose, 55 Almaden Boulevard, 6th Floor, San Jose, CA 95113, USA. For details on data processing, please refer to Zoom's privacy policy: https://zoom.us/en-us/privacy.html

Data transfer to the USA is based on the Standard Contractual Clauses (SCC) of the European Commission. Details can be found here: https://zoom.us/de-de/privacy.html

Data processing

We have concluded a data processing agreement (DPA) with the above-mentioned provider. This is a contract under data protection law which ensures that this provider only processes personal data of our website visitors on the basis of our instructions and in accordance with the GDPR.

c) Microsoft Teams

We may use Microsoft Teams. The provider is Microsoft Corporation, One Microsoft Way, Redmond, WA 98052-6399, USA. For details on data processing, please refer to the privacy policy of Microsoft Teams: https://privacy.microsoft.com/en-us/privacystatement

Data processing

We have concluded a data processing agreement (DPA) with the above-mentioned provider. This is a contract under data protection law that ensures that the provider only processes the personal data of our website visitors on the basis of our instructions and in accordance with the GDPR.