

# DATA PROTECTION REGULATIONS acc. EU-GDPR

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## **1. General Regulations**

The European Society for Trauma & Emergency Surgery (ESTES) reserves the right to amend the existing data protection regulations in strict accordance with prevailing legal norms at any time.

### **1.1. Personal Data:**

Your voluntarily transmitted personal details (through submission in our official online forms i.e. membership application, newsletter, fellowship, etc.) will be collected, saved and processed in accordance with the most recent legislation on data protection (EU-GDPR 2018).

#### Membership:

A membership in ESTES is not possible without collecting, saving and processing your personal data. This is solely for the purpose of administrating and organising included services of your membership. Your data will only be passed on to third parties, who are directly involved in management practices and when the organisational process makes it necessary – in accordance with your membership category (mailing provider, etc.).

#### Congress Grant & Fellowships:

A participation/application for congress grants and/or fellowships is not possible without collecting, saving and processing your personal data. This is solely for the purpose of organising and realising the congress grant & fellowships. Your data will only be passed on to third parties, who are directly involved in management practices and when the organisational process makes it necessary (i.e. fellowship committee, hosting hospitals, etc.).

#### Industry Partnership:

An industry partnership with ESTES is not possible without collecting, saving and processing your personal and company data. This is solely for the purpose of managing and organising agreed services of your partnership. Your data will only be passed on to third parties, who are directly involved in management practices and when the organisational process makes it necessary – in accordance with your agreement.

### **1.2. Photos/Films:**

With your membership or partnership you grant permission to ESTES to use photos/films taken from you respectively your company presence by our official photographer(team) for marketing purposes (reporting, promotion of society events & self-marketing) for an indefinite period of time. If you do not want to have any photos/films taken of you published, you may contact us at any time: [office@estesonline.org](mailto:office@estesonline.org)

### **1.3. Links to other websites:**

Our website and online forms may contain links to other websites. ESTES is not responsible for the data you provide on other websites. Our partner organisations are also bound to act according to EU-GDPR, the implementation however rests with each organisation individually. Our data protection guidelines are solely applicable to data controlled by us (ESTES).

## **2. Information Obligation acc. Art 12-14 EU-GDPR (EU-DSGVO)**

We are pleased to provide you with all information on the type, purpose and scope of the processing activities of your personal data.

### **2.1. Controller:**

European Society of Trauma & Emergency Surgery / ESTES

Franz-Käfer-Straße 8

3100 St. Pölten, Austria

T: +43 660 433 95 78

E-Mail: [office@estesonline.org](mailto:office@estesonline.org)

Association Management: Manuela Walland

### **2.2. Purposes of Processing:**

Depending on the activity (see point 1.1.) of the data subject, the data are processed for one or more of the purposes listed below.

Processing Purpose	Data Categories
Membership Management / Administration & Organisation of Included Services	name contact data address data/invoice data occupation/profession training & specialisation data date of birth (if necessary) bank account data (if necessary)
Membership Management / Executive Board & Sections	name contact data institution/organisation date of birth (if necessary) photo conflict of interest infos (if necessary)
Congress Grant / Fellowship	name address data contact data institution/organisation application data/documents date of birth cost and participation statements
Industry Partnership	name contact data company data
General Organisation / Accounting	name contact data address data/invoice data cost statements (if necessary) bank account data (if necessary) credit card data (if necessary)
Marketing & Development	name contact data institution/organisation (if necessary) training & specialisation data photos/films statistical data (only anonymised)

### 2.3. Legal Basis for the data processing purposes:

Processing Purpose	Legal Basis
Membership Management / Administration & Organisation of Included Services	- Binding application for membership respectively active/paid membership in the named society
Membership Management / Executive Board & Sections	- Active/Paid membership in the named society - Legitimate interest of the controller (see point 4.3.)
Congress Grant / Fellowship	- Binding application of the data subject for the given grant/fellowship - Legitimate interest of the controller (see point 4.3. – publication)
Industry Partnership	- Binding contract conclusion of the data subject and the company represented by him/her to support the named society and take part at relevant events of the named society
General Organisation / Accounting	- Fulfillment of contract and law
Marketing & Development	- Legitimate interest of the controller (see point 4.1.-4.2.)

### 2.4. Third Party Data Recipients – Categories:

The recipients only receive the data they require, not your full data record. Your data will only be forwarded when the organisational process makes it necessary – in accordance with your bookings – and when a legal basis exists.

Processing Purpose	Data Categories	Recipient Categories
Membership Management / Administration & Organisation of Included Services   Executive Board & Sections	name contact data address data/invoice data occupation/profession training & specialisation data date of birth (if necessary) bank account data (if necessary) photo (if necessary) conflict of interest info (if necessary)	service providers (fulfilment agents)
Congress Grant / Fellowship	name address data contact data institution/organisation application data/documents date of birth cost and participation statements	service providers (fulfilment agents)
Industry Partnership	name contact data company data	service providers (fulfilment agents)
General Organisation / Accounting	name contact data address data/invoice data cost statements (if necessary) bank account data (if necessary) credit card data (if necessary)	responsible authorities, bank, fiscal office, tax consultant, service providers (fulfilment agents)
Marketing (Mailings)	name contact data institution/organisation (if necessary) training & specialisation data photos/films statistical data (only anonymised)	online mailing provider

**2.5. Transmission to third party organisations outside the EU:**

No third party organisations are active outside the EU.

**2.6. Data storage time:**

Information submitted for statistical data collection are irrecoverably deleted after evaluation.

All other data are stored until the end of membership/partnership + 7 years, to meet the retention period according to the Austrian VAT Act 1994 (Umsatzsteuergesetz 1994) and to permit membership administration that meets the standards and requirements of the society and its members.

### **3. Data Subject Rights**

We are pleased to inform you about your rights according to EU-GDPR:

#### **3.1. Data Subject Rights acc. Art 15-21 EU-GDPR:**

- Right of access by the data subject
- Right to rectification
- Right to erasure/"Right to be forgotten"
- Right to restriction of processing
- Right to data portability
- Right to object (at legitimate interest of the controller)

Detailed descriptions can be found here:

<http://eur-lex.europa.eu/legal-content/EN/TXT/HTML/?uri=CELEX:32016R0679&from=EN>

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#### **3.2. Right to withdraw consent acc. Art. 7 EU-GDPR:**

Depending on your participant status, we kindly ask you for different declarations of consent. These are queried within the online forms or directly inquired from the affected person/group coordinator/company representative. The declarations of consent are not compulsory according to the EU GDPR.

Each data subject has the right to withdraw his/her given consent(s) at any time. The withdrawal of the consent does not affect the legality of the processing carried out based on the declaration of consent until the withdrawal.

Declarations of consent can be retracted at any time by sending a written message to ESTES, Franz-Käfer-Straße 8, 3100 St. Pölten, Austria or to [office@estesonline.org](mailto:office@estesonline.org)

#### **3.3. Right to lodge a complaint with a supervisory authority acc. Art 77 EU-DSGVO**

Every data subject shall have the right to lodge a complaint with a supervisory authority, if the data subject considers that the processing of personal data relating to him/her infringes to the EU-GDPR.

#### **4. Description of other Purposes**

##### **Legitimate Interests of the Controller acc. Art 6 (1) f) EU-GDPR**

#### **4.1. Advertising/Marketing/Information Transfer:**

Processing personal data of the data subject to inform him/her about activities of the society (i.e. fellowships, etc.), as well as current and future events staged by the society.

#### **4.2. Development/Evaluation:**

Processing personal data of the data subject to develop the programme, the realisation and the implementation of society activities.

#### **4.3. Publication of the executive board, sections, congress grant & fellowship recipients, etc.**

Processing personal data of the data subject to inform the public and members about the society, respectively to represent the society accordingly. Data are published via various communication channels (including website and print media).