

## **Privacy and data protection policy**

The “Associação Ciência, Inovação e Saúde de Braga”, Center for Health Innovation, hereinafter designated “B.ACIS”, is a non-profit association that has its scope of work in matters of innovation, advanced scientific training and specialized services.

This privacy and data protection policy hereinafter referred to as “Policy”, describes the general terms of privacy and processing of the personal data collected by B.ACIS, according to the General Data Protection Regulation - GDPR.

### **Commitment to the GDPR**

The European data protection regulation is applicable as of May 25<sup>th</sup> 2018 in all member states. In B.ACIS, our commitment is to work towards the goal of complete privacy, confidentiality and transparency in the way we manage personal data.

The present document concerns the processing of personal data of the participants in the activities promoted and organized by B.ACIS.

The process of managing the personal data collected may allow, among other purposes, depending on independent individual consent given, the development and promotion of our services according to the specific needs of our clients and market demand.

The Policy establishes the way B.ACIS uses and manages personal data of its clients and its potential clients as follows:

#### **1. Data Protection Officer**

For further clarification or in case you consider that your rights concerning your data are not properly processed, you can contact the Data protection officer (DPO) using the following:

- Data protection officer

B.ACIS – Center for Health Innovation  
School of Medicine, University of Minho, Campus of Gualtar,  
4710 – 057 Braga, Portugal  
E-mail: [dpo@b-acis.pt](mailto:dpo@b-acis.pt)

## **2. Gathering and processing of personal data**

To establish its activities, B.ACIS can ask for the following data:

- Name, address, phone number, e-mail, educational qualifications, city, country, ID number, profession, work position, workplace, institution of studies, student card number, photo; bank account number, for financial transactions concerning the activities and events registered; other data concerning the enrollment in any activity promoted by B.ACIS.

B.ACIS can as well collect image and sound of its activities to document its events and further promote it in its media channels. Anyone has the right of rejecting this use of this specific data and can do so reaching out to the organization members or directly with the DPO.

B.ACIS will use your contacts to inform you about its services and events, specifically:

- Date and place of occurrence;
- Program;
- Courses;
- Accreditation and other methods of identification during events and courses;
- Technical support;
- Fraud prevention and detection

B.ACIS can still send you messages or promotional e-mails and newsletters, in the assurance that the first contact will depend on prior permission by the data subject. This option of processing can also be rejected anytime by means described in section 1 “Data Protection Officer”.

The processing of personal data is exclusively on the scope of the tasks of authorized personnel from B.ACIS or by any other external part, after assuring all the confidentiality agreements and obligations.

B.ACIS selected a digital platform named *Eventkey* to deal with the registrations of its events and courses using the address <http://eventos.b-acis.pt>. This platform uses *cookies* and collects basic personal data for means of subscription through a *login* on the platform. It also registers the number of accesses to the platform, per user, for statistical analysis purposes.

### **3. Data retention period**

All the personal data collected will be kept as long as there is still consent by the data subject or during the period necessary for the execution of a contract the data holder takes part.

After this period of retention, B.ACIS will delete the data or anonymize it when it can be kept for its original purpose.

### **4. Data Subject Rights**

According to the GDPR, any data subject has the right to:

- Access its personal data;
- Correct or alter its personal data;
- Its personal data to be deleted;
- Limit the processing of its personal data;

- Portability of personal data provided;
- Reject any kind of processing and use of its personal data.

To exercise your rights, you must submit a written request to B.ACIS DPO.

In case of dissatisfaction or complain concerning the processing and managing of personal data used by B.ACIS, or in case of lack of response towards any request to exercise your rights, you can contact the national supervisory authority (National Commission for Data Protection – Comissão Nacional de Proteção de Dados – CNPD | e-mail: geral@cnpd.pt).

#### **5. Document Review and alterations**

B.ACIS has the right to alter its Policy. We advise anyone interested to check this document periodically to be kept updated about the matter.