

## Aboa Congress and Event Services Ltd

### Data Protection Statement

# Event: XXX International Conference on Polyphenols (ICP2020TURKU)

### Organiser/Data controller

#### Event organiser:

University of Turku (Business ID 0245896-3),

Department of Chemistry

Natural Chemistry Research Group

FI-20014 University of Turku, Finland

Contact details: Prof. Juha-Pekka Salminen ([icp2020turku@utu.fi](mailto:icp2020turku@utu.fi))

### Personal data processor

Aboa Congress and Event Services AB (Aboa) (Business ID 2805028-8)

Werstas, Tykistökatu 4, 20520 Turku, Finland

tel. +358 (0)40 565 6716

Email: [info@aboaservices.fi](mailto:info@aboaservices.fi)

### Contact person

Prof. Juha-Pekka Salminen

University of Turku (Business ID 0245896-3),

Department of Chemistry

Natural Chemistry Research Group

FI-20014 University of Turku, Finland

Email: [icp2020turku@utu.fi](mailto:icp2020turku@utu.fi)

The organiser has instructed Aboa to handle the practical arrangements for the event, and Aboa therefore serves as the personal data processor and processes the personal data in accordance with this data protection statement.

### For what purposes and how do we process personal data?

The data we request from you when you register online is the data we require in order to organise and implement meetings, logistics, logins and payments, for example, correctly. Your data is also used to provide you with information on the event you have registered for and will be participating in, before, during and after the event. Only information that is strictly necessary for providing these services is collected.

The personal data may be processed to the extent Aboa has agreed on with you when registering for the event. Data on allergies will be processed with your consent in order for any such allergies to be taken into account in the provision of catering services.

The processing of personal data is based on the participant's consent.

### **What kind of information do we collect?**

We collect:

- name and contact details
- if you are participating as a representative of an organisation or company, your job title and the name of the organisation/company
- information on any food allergies
- invoicing address (if a fee is charged for the event).

Other relevant information (depending on the nature of the event) may also be collected in order for us to organise and implement the event you have registered for.

### **How long do we retain the information?**

Your personal data will generally be deleted from the registration system within a year of the event or at the latest when Aboa has concluded the project and submitted the final statement to the customer.

### **Who will we share your information with?**

We will share relevant information with our cooperation partners (e.g. conference or meeting venues, hotels, restaurants) and our customers (event organisers), who serve as data controllers.

All of your personal data is processed safely and securely in accordance with applicable legislation. We will not disclose your personal data without your consent, and your personal data will not be transferred outside the EU or EEA without your consent.

For further information, please contact Aboa by email ([info@aboaservices.fi](mailto:info@aboaservices.fi)).

### **Where will we collect information on you from?**

Your personal data will be collected with your consent when you register for an event. When registering, you provide your consent or expressly refuse consent to publish your participation in participant lists, websites, applications, etc.

If you do not provide the information requested when registering, Aboa cannot accept your registration and register you as a participant.

## How do we protect your personal data?

Material in electronic format is stored in our IT systems and on computers that are protected from unauthorised use through means such as passwords. The systems have different user levels, and rights are restricted so that users can only access register data to the extent required for their tasks.

Material in paper format is stored in a locked area to which access is restricted.

## What rights do you have?

As a data subject you have the right to:

- withdraw your consent
- be provided with information on the processing of your personal data
- be provided with access to personal data that concerns you
- demand that inaccurate data be rectified
- demand that personal data be deleted
- restrict the processing of personal data
- object to the processing of your personal data.

## Contact

You can withdraw your consent at any time by contacting us at [info@aboaservices.fi](mailto:info@aboaservices.fi). If you have any questions about how we process your personal data, please contact us.