

Eurobitume Data Protection Notice Eurobitume External Training Webinars

Last modified: 4th April 2023

1. Introduction

The European Bitumen Association aics (“**Eurobitume**”, “**we**”, “**our**” or “**us**”) is committed to protecting your privacy. This notice (the “**Notice**”) describes the data processing activities we carry out in the context of the event. Please read this Notice carefully to understand which categories of personal data we process, the purposes for which we process it and your rights with respect to our use of your personal data.

This Notice covers Personal Data we collect from you when registering and attending the virtual external training webinars. It does not cover Personal Data we collect from you when using our web services in general, i.e. Internet website. For the use of these Personal Data, please refer to our Website Data Protection Notice.

Personal data as used in this Notice means any information relating to an identified or identifiable natural person; an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic mental, economic, cultural or social identify of that natural person (“**Personal Data**”).

This Notice may change from time to time (for more information see below Section 10).

2. Who is responsible for the data processing?

For the purpose of this Notice, the entity responsible for the processing of your Personal Data is:

European Bitumen Association aics
Boulevard de Souverain 165
– 4th floor –
1160 Brussels, Belgium
Telephone: +32 (0) 2 566 91 40
Email: info@eurobitume.eu

3. Personal Data we collect about you and how we collect it

The provision of Personal Data is a requirement necessary for registration as participant for and management of the Eurobitume external training webinars. The Personal Data processed is limited to the data necessary to enable us to fulfil the respective purpose for which it was collected and it concerns the registrant directly or, as an alternative, a contact person conducting the registration for the registrant, where applicable. Failure to provide the relevant Personal Data may result in the impossibility of fulfilling the respective purpose.

We process the following Personal Data you provide to us:

- Contact details you provide us with (such as first and last name, email address, phone number, mailing address);
- Information you include in your original and any follow-up messages;
- The company you work for; and
- Any other information you decide to provide us with.

We will collect the Personal Data as a general rule directly from you.

4. How we use your Personal Data

We only process your Personal Data for specific, explicit and legitimate purposes. Eurobitume will not use your Personal Data for any purpose that is incompatible with the original purpose for which it was collected unless you provide prior explicit consent for such further use.

The following table provides an overview of how Eurobitume uses your Personal Data and the legal bases we rely on:

Purpose of the processing	Legal basis
Managing registration and participation to Eurobitume’s external training webinar	Consent
Carrying out promotional and marketing operations	(i) Consent and (ii) Legitimate interests in advertising our association, our activities and events

5. How we share your Personal Data

Due to the international nature of our organization and our centralized IT systems, your Personal Data can be shared or accessed by our local representations in the European Union, UK and Switzerland. You can find a list of the relevant contacts at <https://www.eurobitume.eu/media/contact/>.

Eurobitume will only grant access to Personal Data on a need-to-know basis to a selected group of people and such access will be limited to the Personal Data necessary to perform the contractual or legal function for which such access is granted. Authorization to access Personal Data will always be linked to the corresponding function. Service providers are legally and contractually required to abide by our instructions when processing Personal Data and will only receive and process Personal Data according to the purposes of the service and the data processing agreements with us.

In addition, we will make your Personal Data available to certain relevant third parties consisting of public authorities (authorities, courts, etc.), where applicable.

For information on data transfer to countries outside of the European Economic Area (“EEA”) (“**International data transfers**”) please see Section 6 below.

6. **International data transfers**

Your Personal Data are not subject to international data transfers when registering or participating to the Eurobitume external training webinar.

7. **Data retention periods**

We will not store your Personal Data longer than required to fulfil the purpose for which they were collected. After the external training webinar alternatively in the event of communication inactivity after a period of 2 years, Eurobitume will delete your Personal Data. The main statutory retention periods are imposed, inter alia, by commercial and tax law.

8. **Your data protection rights**

Under applicable data protection law, you have the following rights:

- Right of access the Personal Data we hold about you;
- Right to rectification;
- Right to erasure;
- Right to restriction of processing;
- Right to data portability, where the processing of your Personal Data is based on consent, and is carried out by automated means;
- Right to withdraw consent where the processing of your Personal Data is based on your consent;
- Right to lodge a complaint with a supervisory authority; and

- Right to object on grounds relating to your particular situation, at any time to processing of your Personal Data. We will no longer process your Personal Data unless we can demonstrate compelling legitimate grounds for the processing which override your interests, rights and freedoms.

9. **Data security**

We have implemented appropriate technical and organizational measures to ensure a level of security appropriate to the risk presented by processing your Personal Data, in particular, from accidental or unlawful destruction, loss, alteration, unauthorized disclosure of, or access to your Personal Data. These measures include (i) electronic precautions such as access restriction, firewalls and SSL encryption of the data we store about you to monitor access to our servers and protect against hacking; (ii) physical security measures to prevent unauthorized access to database equipment and hard copies of Personal Data; and (iii) organizational security measures to limit access to Personal Data to only those recipients who have a specific purpose for processing the data.

10. Miscellaneous

We may review this Notice from time to time to reflect changes in applicable laws. Appropriate notice of any changes to this Notice will be given. You can find the date this Notice was last revised at the top of the document.

Version control:

8 January 2020

Change in 1: correction membership to event context

17 February 2020

Change in 5: add UK