

BPI and General Data Protection Regulation

Adopted by BPI board on 7. July 2018 in Bratislava, Slovakia

Principles of personal data protection – in general:

The data administrator is **Bratislava Policy Institute (BPI)**, Klariska 14, 81103 Bratislava, Slovenska republika, ICO: 51000407. GDPR is a new EU legislation that notably increases the protection of the personal data of EU citizens. With these changes, the EU aims to better protect its people's rights from the unlawful use of their data. The Office for personal data protection still functions in this area, although it will be subject to the European Data Protection Board (EDBP). In case the Slovak authorities fail to adhere to the aforementioned legislation, it is possible to turn to the aforementioned EDPB.

These principles:

- States what kind of personal data is stored
- Explain in what way the data is stored
- Explain for what purposes the data is used
- States the rights which you are given in the area of personal data protection
- Explain the possibilities in which you can delete/manage your data in our database
- Informs of the use of multimedia records and photos from our events
- It tells about cookies on our websites
- Informs about sharing of personal data with third parties

What personal data do we store?

In our database we only store your: Name, Surname, languages you speak, your email address and, in some cases, we note the institution you work in and which position you occupy (or whether you are in category of student, employee, entrepreneur, or senior).

Why do we store personal data?

Name, surname, and email address are stored so that we can send out invitations for events, which we (co-)organize, and we can place you on our attendance sheets in case you confirm your participation in these events. With this, we can coordinate and make sure you get a seat. Data about the institute or position you are active in allows us to determine what kind of event is best suited for you, and which topic could interest you. In some cases, it means we can invite you to special closed events based on this information. This information is stored only in a small number of contacts. Information about which category you fall under (if it is stated) is used by us to create statistics based on our events through which we inform co-organizers and partners about in what manner the event happened and about the composition of categories (e.g. students, professionals, etc.) that participated in the event. This information has, therefore, only informative purposes. Information about languages spoken is only used to determine whether we should send you invitations to events in languages other than English or Czech. This information is only used internally.



Where and for how long do we store this data?

BPI is using sufficient organizational and technological measures to protect personal data. Your data is stored in an electronic contact database software Emailchef from Delivery Tech. Corp., which is licensed and is fulfilling all the requirements of GDPR. If you register for our events through our registration form on Google Forms, the data you submit is stored on a secured document on the server of Google LLC.

How can I change/delete my personal data?

You can always unsubscribe from the invitations and newsletter we send out through email we send, by using the link 'unsubscribe'. If you choose to unsubscribe, your contact information will be deleted, and you will stop receiving any emails from BPI. This also means that we can no longer add you to the contact list of recipients. The data is stored until you unsubscribe from our emails or until BPI stops functioning. Managing your data is possible through written form, email, or communication over the telephone, which is listed on our websites under the contacts section. If you want to stop receiving only specific information, please use this method. You will not receive any notification if you unsubscribe by clicking on the button in our emails.

Information about audiovisual material from our events:

When participating in an event, you permit us to use pictures and video recordings, which you might be part of, to use further as promotion material and for PR purposes. During some events, a video recording can be made, live-streamed on Facebook, and archived. Photographies of the audience, which we take during our events, are entirely anonymous. The names of individuals are not displayed on these photographs, nor are they listed anywhere (except the moderator and guest speakers).

Informace about cookies:

BPI does not use cookies to store any personal data. Our websites contain several external links like the websites of partner organizations, sponsors, Facebook, and YouTube, which may use cookies to monitor your activities on the internet. Third-party cookies follow different principles of personal data protection from our websites. You can block cookies in the settings of your internet browsers.

Information about sharing of personal data with third parties:

We do not share our database of your data with any third parties. The only exception is the data provided by filling in registration forms for our events, which we organize with any of our partner organizations. We can only share this data with co-organizers of the event you register for. Even then, we only share the information necessary for organization purposes (information such as informing them that you have already registered for an event and no further emails regarding that event need to be sent to you).