

Privacy policy MHeNs

This privacy policy is meant for Lectures, Workshops, Conferences, Symposia, etc. organised by MHeNs (hereinafter "events")

What information do we collect from you?

Participants

We collect information about you (such as name, email address, employment information, location) when you voluntarily complete the form to register, so we can process your details for the registration.

Occasionally, pictures are taken of the audience which may be placed on the website and/or social media.

Lecturers, people submitting an abstract, e-pitch or e-poster

We collect information about you as a lecturer or person submitting an e-pitch or e-poster (such as name, email address, employment information, location), as well as the by you provided lecture, e-pitch, abstract or poster (hereinafter: "material").

Depending on the event we might take pictures or make video recordings of your presentation.

Why do we collect this information?

Participants

We use the personal information you supply in our registration and submission databases to be able to offer you the following services:

- Registration for the event
- Planning and organisation of the event

Lecturers

We use your personal information, including material, depending on the type of the event, for:

- The planning and organisation of the event
- Receiving and processing of the provided material
- Publication of the programme and of by you provided material
- Publication of photos and/or video recordings of the lectures

Who might we share this information with and how do we share it?

Participants and lecturers

We do not share your personal information with third parties, unless confidential on a need-to-know base with the website designer, if any.

Lecturers

Presentations of e-pitches, pre-recorded lectures, abstracts, e-posters and livestreams of a speaker's presentation will only be made available on the website and/or social media with the speaker's explicit permission. This also applies to the subsequent provision of PowerPoint presentations. Depending on the type of the event, we will share this information on the event website, the MHeNs website and/or social media, with (MHeNs) scientists and/or the general public.

For sharing and publication of photos or video recordings from a lecture please also see below under 'Photographing and video recording'.

Photographing and video recording

Participants

Occasionally, pictures are taken of the audience which may be placed on the website and/or social media.

Lecturers

We might take photographs or make a video recording of the lecture or presentation that might be used on our website, newsletters, posted on social media, kept in our records, etc. in order to bring the event and/or the work of MHeNs to the attention of (MHeNs) scientists or the general public.

How long do we keep hold of your information?

Participants

We will retain your personal information for a maximum of 2 years after the event has been finalised.

Lecturers

We will retain your personal information, including video recordings of the lecture, as long as the event website is available, or until we receive a request from the lecturer to remove the information, whichever occurs first. If the website will be removed or upon request, all personal information will be destroyed.

Legal basis for processing

We collect and use your personal information on one or more of the following grounds:

- You have given us your consent; and/or
- Processing is necessary for the performance of an agreement to which you are a party; and/or
- For the purposes of legitimate interests in our efforts to manage, administer and facilitate services for the event; and/or
- For the purposes of legitimate interest in our efforts to bring the work and knowledge of MHeNs to the attention of scientists or the general public.

How do we keep your information safe?

Personal information will be stored on the servers of Maastricht University and all the safety measures Maastricht University takes to keep (personal) data safe are applicable to this information as well.

Cookies

To make this site work properly, we sometimes place small data files called cookies on your device. A cookie is a small text file that a website saves on your computer to remember your actions and preferences (such as login, language, font size and other display preferences) over a period of time, so you do not have to keep re-entering them whenever you come back to the site or browse from one page to another.

Cookies in and of themselves do not personally identify users, although they do identify a computer. Most browsers are set initially to accept cookies. You can set your computer to reject

cookies. However, if you choose to disable cookies, you will not be able to fully use the online services offered through our website.

Your rights

You have the right to access your personal data and to have those data corrected or deleted. In addition, you have the right to restrict or prohibit the processing of your data. If you wish to exercise one of the above rights, please contact us by email secr-MHeNs@maastrichtuniversity.nl.