

UPEI PRIVACY POLICY

This privacy policy sets out how UPEI collects, uses and protects information pertaining to personal data as required by the General Data Protection Regulation (EU) 2016/679 applied as of 25 May 2018.

1. Data Collection

In order to fulfil its mission, UPEI collects non-sensitive personal information collected through direct contacts (meetings/event registration). Data is also collected when registering to be included on the UPEI mailing list via the UPEI website. The data stored by UPEI concerns the following:

- Name
- Title/Company
- email address
- telephone number

2. Data Storage

The purposes for which UPEI retains your data are as follows:

- internal record keeping
- issuing of invitations to meetings/events
- sharing of UPEI publications and statements

UPEI does not share your data with third parties and does not engage in promotional activities with regards to products or market research activities.

3. Data Security

UPEI is committed to storing your data securely and preventing unauthorised access or disclosure. Appropriate firewall and password protection systems are used with limited access by authorised individuals only.

4. Access to Personal Data and Rectification

You may request at any time a copy of the information that UPEI has about you.

You may choose to restrict the collection or use of personal information by UPEI. You may also request for your data to be corrected or deleted at any time.

For any such requests, please contact UPEI by email at the following address <u>info@upei.org</u> indicating "GDPR request" in the title or in writing to the following address:

UPEI Avenue de la Renaissance 1 1000 Brussels



Once consent has been received by UPEI to share our publications/statements with you by email, you may choose to unsubscribe from this service at any time by clicking "unsubscribe" at the bottom of the email.

UPEI reserves the right to modify its Privacy Policy at any time.

Last update 17/5/2018