

# FORUM SYNERGIES PRIVACY POLICY (GDPR Compliance)

Forum Synergies is a Non Profit Organisation, created as AISBL (Belgian law).

This privacy policy will explain how our organization uses the personal data we collect from you when you use our website.

Topics:

- What data do we collect?
- How do we collect your data?
- How will we use your data?
- How do we store your data?
- What are your data protection rights?
- What are cookies?
- Privacy policies of other websites
- Changes to our privacy policy
- How to contact us

# What data do we collect?

Forum Synergies collects the following data:

- Name, email address, phone number,
- In case you benefociat from the Scholarship programme, your postal address and bank datas are also collected

#### How do we collect your data?

You directly provide with most of the data we collect. We collect data and process data when you:

- Register online in any of our events.
- Subscribe to our newsletter
- Use or view our website via your browser's cookies.
- Write us by mail



#### How will we use your data?

Forum Synergies collects your data so that we can:

• E-mail you to inform you of our news and activities (message, newsletter)

#### How do we store your data?

We endeavour to protect your data by storing it on secure servers and using a series of technical and organisational security measures to safeguard your personal data and to reduce the risk of loss, misuse, unauthorised access, disclosure and alteration. Some of the safeguards we use include firewalls and data encryption. Although we believe we have taken adequate and appropriate measures, no system is perfect and we therefore cannot guarantee that unauthorised access or theft will not occur.

## What are your data protection rights?

Forum Synergies would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

**The right to access** – You have the right to request us for copies of your personal data. We may charge you a small fee for this service.

**The right to rectification** – You have the right to request that Forum Synergies correct any information you believe is inaccurate or to complete the information you believe is incomplete.

**The right to erasure** – You have the right to request that Forum Synergies erase your personal data, under certain conditions.

**The right to restrict processing** – You have the right to request that Forum Synergies restrict the processing of your personal data, under certain conditions.

**The right to object to processing** – You have the right to object to Forum Synergies' processing of your personal data, under certain conditions.

**The right to data portability** – You have the right to request that Forum Synergies transfer the data that we have collected to another organization, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email: info@forum-synergies.eu



#### **Cookies and analytics**

Cookies are text files placed on your computer or mobile device to collect standard Internet log information and visitor behavior information. When you visit our websites, we may collect information from you automatically through cookies or similar technology

Forum Synergies' website uses <u>Matomo</u>, an open source web analytics platform which ensures IP and data anonymisation and that your datas are not used for any other purpose.

## Privacy policies of other websites

Forum Synergies' website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.

# Changes to our privacy policy

Forum Synergies keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on 15 April 2021.

# How to contact us

If you have any questions about Forum Synergie's privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email us at: info@forum-synergies.eu