Forward
This document is compliant with the EU Regulation 2017/679 ("European Regulation on the protection of personal data", also “GDPR” https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32016R0679), as well as Italian Legislative Decree 196/2003 (as amended by Legislative Decree 101/2018) that provide for the protection of persons and other subjects regarding the processing of their personal data.
Pursuant to articles 13 and 14 GDPR, we therefore provide you with the following information.

1. General

We the ERA-EDTA GROUP which includes the ERA-EDTA (European Renal Association – European Dialysis and Transplant Association), ERA-Eurocongress Ltd. and Euromeetings srl, operate the websites www.era-edta.org and www.euromeetings.it. This Privacy Policy has been created to clarify how we, the data controller, process your data in connection with these web-sites and related links/forms and what rights you have as a data subject.

We take your privacy very seriously and we confirm that all data processing is done in compliance with the EU General Data Protection Regulation (2016/679) and the relevant/eventual up-dates as well as of the laws of Italy on this same topic.

Your data will be normally transferred to the ERA-EDTA GROUP in encoded form to exclude access by unauthorized third parties, furthermore, your data will be stored and processed on secured servers in respect of this Privacy Policy.

2. Definitions

“Data Subject” is a natural person.

“Personal Data” means any information relating to an identified, or identifiable, natural person. An identifiable natural person is a person who can be identified, directly or indirectly by reference of an identifier such as: a name, a number, location data, any kind of factor related but not limited to a genetic, economic, cultural or social identity of that specific natural person.

“Non-Personal Data” is data which can be recorded/kept automatically for statistical purposes. This data cannot be tracked back to the Data Subject.

“Processing” means any type of operation that is made on personal data, both automatically or manually. This can include: collecting, recording, organizing, storing, consulting, using, cancelling.

“Restriction of Processing” is a limitation of the processing of data after a certain period of time.

“Profiling” is related to any kind of automated processing of personal data to evaluate certain personal aspects regarding a natural person, in particular, to analyse or predict aspects concerning that natural person’s behaviour, personal preferences, interests.
“Pseudonymisation” is the processing of personal data so that it can no longer be attributed to a specific Data Subject without the use of additional information which, in any case, must be kept separately and must be subject to special technical and organisational means to make sure that the personal data cannot be linked to an identifiable natural person.

“Filing System” is a structured set of personal data which are accessible according to specific criteria.

“Controller” is the natural or legal person, public authority, agency or any other entity which alone, or with others, determines the purposes and means of the processing of the personal data.

“Processor” is the natural or legal person, public authority, agency or other body which processes personal data on behalf of the Controller.

“Recipient” is a natural or legal person, agency or another body to which the personal data are disclosed. This term, however, cannot be applied to public authorities which may receive personal data in the framework of a particular inquiry in accordance with the laws of the European Union or any of its Member States: the processing of those data by those public authorities shall be in compliance with the applicable data protection rules according to the purposes of the processing.

“Third Party” is a natural or legal person, public authority, agency or body not already identified as a Data Subject, Controller, Processor, who is authorized to process personal data.

“Consent” of the Data Subject means any freely given, specific, informed and unambiguous authorization that he/she allows the processing of personal data relating to him/her.

“Personal Data Breach” is a breach of security leading to the accidental or unlawful destruction, loss, alteration, unauthorized disclosure, or access to, personal data transmitted, stored or otherwise processed.

3. Processed Data

For the purposes of the indicated processing (see article 4 below), the ERA-EDTA GROUP will collect, process and store various categories of data. Please find below an indicative, non-exhaustive list of general and specific examples of personal data collected by the ERA-EDTA GROUP:

- Title and Full Name.
- Email address.
- Postal Address.
- Telephone and Fax number.
- Date and place of birth and/or age range.
- CV data.
- Fields of scientific/educational interest/expertise.
- Gender.
- Nationality.
- Academic degree.
- Declaration of interest (DoI).
- Identity card details (for example to prove one’s age in order to receive membership discounts/grants).
- Affiliation information (institutional) necessary for those who wish to submit an abstract/fellowship.
- Health professional status (prescriber/non-prescriber).
- Training certificates and/or list of publications (for receiving FERA/grants/Awards).

4. **Purpose, legal basis of the processing data**

The processing of personal data supplied by you is aimed solely at performing contractual obligations and complying with specific requests, as well as complying with the regulatory obligations, also concerning accounting matters. The processing is necessary for the purposes of the legitimate interests pursued by the ERA-EDTA GROUP in the meaning of Article 6 section 1 (f) of the GDPR. During the supply of the services requested it may be necessary to acquire and carry out processing operations of your personal data. You are required to give the related consent to obtain the requested services.

We process your personal data only for the purposes for which you provide the personal data to us (when you enter into an agreement with the ERA-EDTA GROUP) and in the following occasions (this is a non-exhaustive list):

- when you surf on the ERA-EDTA GROUP website and use the services available on the website;
- when you create a personal account on the ERA-EDTA GROUP website (i.e. Members’ Log In section);
- when you perform a payment through the website (i.e. membership fees);
- when you become a member of the ERA-EDTA;
- when you register for the annual ERA-EDTA Congress and/or for an educational/scientific meeting organized by the ERA-EDTA GROUP and/or one of ERA-EDTA’s committees/working groups;
- when you submit an abstract for the annual ERA-EDTA Congress;
- when you contact one of the ERA-EDTA GROUP offices;
- when you ask to receive the ERA-EDTA Newsletter;
- when you ask to become a candidate for one of the ERA-EDTA Committees, Working Groups, Council;
- when you wish to apply for an ERA-EDTA Fellowship/Grant/Award/FERA;
- when you wish to receive personalized information;
- when you register to ENP (European Nephrology Portal) and use the services available on ENP;
- when you register to receive an invitation letter to attend one of our scientific/educational events for VISA purposes;
- when you wish to receive information related to your ERA-EDTA membership status (i.e. annual reports, candidates for Council, membership renewals);
- when you wish to receive non-marketing commercial communications;
- when you register to our APPs and use the services included in them;
- when you accept to be an abstract reviewer;
- when you accept an invitation as a speaker to one of our events.

For the purposes of the indicated processing, the controller shall be made aware by the data subject of data described as "special" in **EU Reg. 2016/679**, such as those able to reveal race or ethnic origin, religious, philosophical or other beliefs, political opinions, memberships of political parties, trade unions, associations or organisations of a religious, philosophical, political or union character, state of health and sex life.
By becoming an ERA-EDTA member and registering to one of the ERA-EDTA GROUP’s events, you agree to the disclosure of your personal data (or the personal data relating to other persons provided by you to the ERA-EDTA GROUP – in this case you must have obtained that person’s consent to both the disclosure and the processing of that person’s personal data in accordance with this Privacy Policy) to other ERA-EDTA members making your personal data visible to them.

The ERA-EDTA GROUP will not sell your personal data to third parties. The ERA-EDTA GROUP will not, without your express consent, supply your personal data to any third party for marketing purposes, whether directly or indirectly.

If you attend an ERA-EDTA GROUP meeting, including the annual Congress, you agree that the ERA-EDTA GROUP publishes and uses your personal data, photos and video impressions taken during the events for the ERA-EDTA GROUP’s purposes.

If you submit personal data for publication on the web-site, the ERA-EDTA GROUP will publish and use the information in accordance with the rights granted to the ERA-EDTA GROUP under this Privacy Policy.

5. Transmission of your personal data

For the above purposes we may send your data to specific providers. The ERA-EDTA GROUP has in place agreements with said providers making sure that all the personal data is processed in accordance to the rules outlined in this Privacy Policy.

Your data can be disclosed to:
- All the subjects whose ability to access the data is recognised in the current legal regulations.
- Our collaborators and employees, within the scope of their related duties.
- All the natural and/or legal, public and/or private persons when the disclosure is rendered necessary or functional to the performance of our business and in the ways and for the objectives illustrated in this document.
- To third parties for marketing purposes, whether directly or indirectly, only and exclusively with your express consent.

6. Processing Method

In relation to the indicated purposes, your data is processed electronically and on paper. The processing operations are carried out in a way that guarantees the logical and physical security and the confidentiality of your personal data.

7. Use of Internet website and creation of an account

In order to become an ERA-EDTA member, submit abstracts, register for an ERA-EDTA GROUP Congress/meeting, apply for a fellowship and/or a grant, receive our newsletter, accept to be an abstract reviewer, accept an invitation as a speaker, receive educational materials or something else linked to the ERA-EDTA GROUP and/or its working groups/committees you may create an account on the websites. When you create an account, you explicitly provide us with several types of personal data, such as your name, email address, contact details, sex, birthday and professional information. Completing some fields is mandatory, as indicated on the account registration page.
By registering, you explicitly agree that these personal data can be used by us for any further ERA-EDTA GROUP activities you get involved in (e.g. performing payments or submitting abstracts).

At any time, you can update your account details by logging in on the ERA-EDTA GROUP websites and clicking on the appropriate link, for the ERA-EDTA membership for example this is the "Log In" button. If you want to delete your entire account, please contact us (secretariat@era-edta.org).

The ERA-EDTA GROUP databases are appropriately protected against theft, unauthorized access and loss of your personal data. Our data are stored on a professionally maintained, externally hosted server that is regularly backed up and updated to prevent security breaches.

Although we have used all reasonable measures to prevent security breaches, please note that no website can be 100% protected against targeted hacking attacks.

Your account on the ERA-EDTA GROUP websites is protected by a combination of a unique personal username and password. You may never share this username or password with third parties, as this may expose your personal data (such as contact details and previous payments) and allows these third parties to access some personal data of some other ERA-EDTA members. You are personally responsible for keeping this username and password secure.

Should your username and/or password at any time be compromised, you can change it by logging in and following the instructions uploaded. You can also contact the appropriate ERA-EDTA GROUP office in such case for assistance.

For what concern the use of cookie, please visit our cookie policy.

8. **Modality and duration of personal data retention**

Depending on the aim of the processing, the ERA-EDTA GROUP will store all the personal data until the process of them will be necessary for the service/s you have requested. Notwithstanding the following mentioned retention periods, certain personal data may be deleted or otherwise disposed of prior to the expiry of its mentioned retention period where a decision is made within the ERA-EDTA GROUP to do so (whether in response to a request by a data subject or otherwise).

In limited circumstances, it may also be necessary to retain personal data for longer periods where such retention is for archiving purposes that are in the public interest, for scientific or historical research purposes, or for statistical purposes. All such retention will be subject to the implementation of appropriate technical and organisational measures to protect the rights and freedoms of data subjects, as required by the GDPR.

10. **Rights of the Data Subject**

The data subject has the right to obtain confirmation from the data controller, as to whether there is ongoing processing of the data that concerns them and in such a case, to gain access to the personal data and the following information:
   a) the purpose of the processing;
   b) the categories of the personal data concerned;
   c) the recipients or the categories of recipient to whom the personal data has or will be disclosed, in particular recipients in third countries or international organisations;
d) the envisaged period for which the personal data will be stored, or, if not possible, the criteria used to determine this period;
e) the existence of the right of the data subject to request from the data controller the rectification or erasure of personal data or for the restriction of processing of personal data concerning them or to object to such processing;
f) the right to lodge a complaint with the supervisory authority;
g) the existence of the automated decision-making process, including profiling and, at least in those cases, meaningful information about the logic involved, as well as the significance and the envisaged consequences for the data subject.

If and when personal data is transferred to a Non-EU-Member State or to an international organization the data subject shall have the right to be informed of the appropriate safeguards pursuant to Article 46 GDPR relating to the transfer.

The ERA-EDTA GROUP will provide a copy of the personal data it processes (upon request by the data subject): for any further copies requested by the data subject the ERA-EDTA GROUP may charge a reasonable fee based on administrative costs. The right to obtain a copy of this personal data shall not adversely affect the rights and freedoms of others.

The data subject has the right to obtain from the data controller the erasure of the personal data concerning them without undue delay and the data controller has the obligation to erase the personal data without undue delay, if one of the following grounds applies:

a) the personal data is no longer required for the purposes for which it was collected or otherwise processed;
b) the data subject withdraws their consent on which the processing is based, in accordance with article 6, paragraph 1 a) GDPR or article 9, paragraph 2 a) GDPR and if there is no other legal basis for the processing;
c) the data subject objects to the processing, pursuant to article 21, paragraph 1 GDPR and there are no overriding legitimate reasons to continue the processing, or if they object to the processing, pursuant to article 21, paragraph 2 GDPR;
d) the personal data has been unlawfully processed;
e) the personal data must be erased in order to comply with a legal obligation in Union or Member State law, to which the data controller is subject;
f) the personal data has been collected in relation to the offer of Information Society services referred to in Article 8, paragraph 1 of EU Reg. 2016/679 (GDPR).

The data subject has the right to obtain from the data processor the restriction of the processing when one of the following apply:

a) the data subject contests the accuracy of the personal data, it is restricted for the period required for the data processor to verify the accuracy of this data;
b) the data has been unlawfully processed and the data subject opposes the erasure of the personal data, requesting instead that its use is restricted;
c) although the data processor no longer needs the personal data for the purposes of processing, the data subject requests continued storage as it is required by the data subject in order to establish, exercise or defend a legal claim;
d) the data subject has objected to processing, pursuant to Article 21, paragraph 1, EU Regulation 2016/679 (GDPR), pending the verification of whether the legitimate grounds of the data controller override those of the data subject.
The data subject has the right to receive in a structured, commonly used and machine-readable format their personal data that they supplied to the data controller and the right to transmit this data to another data controller without hindrance from the data controller to whom the personal data had been provided.

The data subject is able to withdraw their consent for the processing of their personal data by contacting the ERA-EDTA GROUP (secretariat@era-edta.org).

The ERA-EDTA GROUP shall communicate any rectification or erasure of personal data or restriction of processing to each recipient to whom the personal data have been disclosed, unless this proves impossible or involves disproportionate effort. The ERA-EDTA GROUP shall inform the data subject about those recipients if the data subject requests it.

11. Links to other websites

The ERA-EDTA GROUP websites contain links to other third-party websites. The ERA-EDTA GROUP is not responsible for data privacy policies and/or practices on other websites and the ERA-EDTA GROUP has no influence as to whether the operators of these other websites act in compliance with data protection provisions. The ERA-EDTA GROUP’s Privacy Policy is solely applicable to data collected by the ERA-EDTA GROUP itself.

12. Miscellaneous

Should you have any further question relating to access, modification or deletion of your personal data, do not hesitate to contact the ERA-EDTA GROUP (secretariat@era-edta.org).

We reserve the right to change this Privacy Policy at any time. The version published on our website is the applicable version.

ERA-EDTA GROUP

ERA-EDTA (European Renal Association – European Dialysis and Transplant Association)
Registered Office
c/o PKF Littlejohn, 2nd Floor
1 Westferry Circus, Canary Wharf
London E14 4HD - United Kingdom

ERA-EDTA Operative Headquarters
Via XXIV Maggio, 38
43123 Parma - Italy
Tel: +39 0521 989078
Fax: +39 0521 959242
secretariat@era-edta.org
www.era-edta.org

ERA-Eurocongress Ltd
c/o PKF Littlejohn, 2nd Floor
1 Westferry Circus, Canary Wharf