

# PRAGUE.BIO PRIVACY POLICY

We place a high value on data protection and the privacy of our website visitors and Prague.bio attendees. As a result, we commit to protecting your personal data and collecting, processing, and using it solely in compliance with the European General Data Protection Regulation (Regulation (EU) 2016/679) (GDPR) and national data protection laws. The accompanying Privacy Policy describes which of your personal data is collected and how it is used.

We may gather some of your personal information when you:

- register for Prague.bio Conference 2024 via the registration form on the website [www.prague.bio](http://www.prague.bio)
- attend Prague.bio Conference 2024; or
- contact us with your questions.

We utilize your personal information—whether it was gathered automatically or as a result of direct collection—to manage your attendance at Prague.bio Conference 2024 and to better understand and cater to your needs. In accordance with current privacy laws, we only use your data if we have a legal basis to.

Prague.bio understands concerns about privacy and works hard to comply with relevant data protection laws. This Privacy Policy is provided to explain:

- the types of personal data we collect about you;
- how we may use and share your personal data;
- the choices and rights available to you regarding our use of your personal data;
- the measures we take to safeguard your personal information;
- how long we retain your personal information, and
- how to contact us about our privacy practices and exercise your data privacy rights.

## 1. WHO IS RESPONSIBLE FOR DATA PROCESSING?

The Controller within the meaning of the GDPR, other national data protection legislation and other data protection provisions is Prague.bio, z. s., ID No: 19641052, registered office: Flemingovo náměstí 542/2, Dejvice, 160 00 Praha 6, contact information: [info@prague.bio](mailto:info@prague.bio).

Controller means the natural or legal person that determines the purposes and means of processing personal data. This Policy only applies when Prague.bio acts as a controller and not when the organization acts as a processor.

Data subject means the person about whom the controller collects and processes personal data.

Processor means a natural or legal person that processes personal data on behalf of a controller such as Prague.bio's third-party vendors or affiliates, subsidiaries, and related corporate entities providing services.

## 2. WHAT DATA DO WE COLLECT?

We process different categories of your personal data for different purposes. The specific scope of this data depends on what we use the data for. Some data may be gathered automatically. We limit the amount of information we collect and maintain in all situations to what is required to provide you with the relevant services.

Specifically, we process the following categories of data:

- **Identification details** (e.g. *name, surname, academic title, date of birth, job title, identification number*),
- **Contact and address details** (e.g. *e-mail, telephone*),

- **Data necessary for the execution of payment transactions and the accounting of payments** (e.g. bank account number, IBAN, SWIFT, credit card details, billing name and address associated with your form of payment),
- **Content of our communication** (e.g., when you write to us with a query);
- **Information about the contract** (e.g. the object of the contract, performance of the contract, date of conclusion of the contract),
- **Affiliate** (e.g. information about your employer/affiliate institution),
- **Category** (e.g. Academy, Investor, TTO, Start-up, Law & IP, Press etc.)
- **Photos and audiovisual recordings** (e.g. photos, videos and screenshots including your appearance).

## 2.1. Data provided and/or acquired when you interact with us

We collect information about you whenever you engage with us. This information is detailed further down. Please keep in mind that supplying some personal information is entirely optional. We need to collect your personal data in order to react and fulfil any of your requests. We will be unable to react to your request if you do not complete in the appropriate fields or submit this critical information.

The purposes for processing your personal data are stated below:

### a) Registration form

In order to register for Prague.bio Conference 2024 via the link on the [www.prague.bio](http://www.prague.bio) webpage, that will redirect you to the website of our ticket system provider, [www.enigoo.cz](http://www.enigoo.cz) and you need to provide us and ENIGOO (see more information ENIGOO below) with the following information:

- **Identification details,**
- **Contact and address details,**
- **Content of our communication,**
- **Affiliate,**
- **Category.**

Processing of your personal information is necessary for fulfilling the purchase agreement, respectively, necessity for implementing measures taken before the conclusion of the agreement within your registration request.

Processing is necessary for the performance of the purchase agreement. We will process your personal information for up to 3 years from the fulfilment or termination of the purchase agreement; fundamental information about the legal relationship and its existence (parties, subject of the agreement etc.) for a period of up to 10 years after the fulfilment or termination of the agreement.

### b) Purchase of the tickets

For the purpose of concluding a purchase agreement for conference tickets, it is necessary for us to receive and process the following information from you:

- **Identification details,**
- **Contact and address details,**
- **Data necessary for the execution of payment transactions and the accounting of payments.**

Processing is necessary for the performance of the purchase agreement. We will process your personal information for up to 3 years from the fulfilment or termination of the purchase agreement; fundamental information about the legal relationship and its existence (parties, subject of the agreement etc.) for a period of up to 10 years after the fulfilment or termination of the agreement.

### c) Newsletter subscription

We may use your email address to send you our newsletter on a regular basis if you have explicitly given us your consent. The submission of your email address is sufficient in order to receive the newsletter, however, you can opt-out to receive our newsletter while registering to attend the Prague.bio Conference via registration form.

You may unsubscribe at any time by sending an email to [info@prague.bio](mailto:info@prague.bio) or by clicking on the link provided at the end of each newsletter.

We shall process your personal information until you inform us that you no longer wish to receive our newsletter, or until the moment you withdraw your consent to the processing of personal data.

#### **d) Communication**

We may collect information from you if you correspond with us via email and/or telephone. For example, if you send an email to [info@prague.bio](mailto:info@prague.bio), we may obtain certain information about you, namely:

- **Identification details,**
- **Contact and address details,**
- **Content of our communication.**

Such information is used to answer your query. The sharing of personal information is optional, except for essential information (e.g., your name or contact details). If you do not provide us with all or some of the requested information, we may not be able to provide you with certain services or information.

The legal basis for processing information is in this case the legitimate interest to communicate with you. We process your personal data for duration of one year since receiving your message.

#### **e) Photos and audiovisual recordings**

During the Prague.bio Conference 2024, a professional photographer may photograph you or take a video recording of you.

We need your consent to process **Photos and audiovisual recordings** to promote Prague.bio Conference 2024 on our website ([www.prague.bio](http://www.prague.bio)) as well as on our social network accounts and further promotional material, both in electronic and printed form. Please consider that you can revoke your consent in writing at any time. The revocation will be effective only for the future. The consent is included in a separate document and will be provided to you.

We might also offer some of the photos to Pražské komunikační a společenské centrum, v.o.s., ID No.: 610 54 062, with its registered offices at Na příkopě 859/22, Nové Město, 110 00 Praha 1 ("Lessor"), who is a lessor of the venue where the Prague.bio Conference 2024 takes place, The Empire Hall. These photos will be used solely to promote the venue. For this purpose, we also need your consent, which will be included in a separate document as well.

The Lessor can take photos or video recordings of the Conference itself. In such a case, the personal data processor is the Lessor. In this case, if you have any questions regarding your personal data, you can contact the Lessor directly at: [saly@slovanskydum.cz](mailto:saly@slovanskydum.cz)

### **2.2 Automatically collected data**

We may automatically collect some data using various technologies, including cookies. Please see our [Cookies Policy](#).

### **3. Communication and publication of data**

Your personal data may be communicated to our suppliers, collaborators and/or third-party consultants, which are entrusted with carrying out certain processing operations, within the scope of the purposes set out in Article 2, to make certain services available to you.

When legally required according to Art. 28 GDPR, we impose contractual obligations on service providers to ensure that they (i) process personal data only under our instructions; (ii) assist us in fulfilling our obligations under applicable data protection legislation; and (iii) safeguard personal data in compliance with applicable data protection legislation. For the complete list of data processors for the purposes referred to in Article 2, you may send a request to the following email address: info@prague.bio.

The known third parties that might receive your personal data are following:

Recipient	Reason for disclosure
i&i Prague s.r.o., ID No.: 06058485, with its registered offices at: Flemingovo náměstí 542/2, Dejvice, 160 00 Praha	We entrust chosen employees or contractors of i&i Prague with co-organisation of the Prague.bio Conference 2024. These employees or contractors might receive the necessary personal information in order to organise the Prague.bio Conference 2024, such as Identification details and Contact and address details.
IOCB TECH s.r.o., ID No.: 28934024, with its registered offices at: Flemingovo náměstí 542/2, Dejvice, 160 00 Praha	We entrust chosen employees or contractors of i&i Prague with co-organisation of the Prague.bio Conference 2024. These employees or contractors might receive the necessary personal information in order to organise the Prague.bio Conference 2024, such as Identification details and Contact and address details.
ENIGOO s.r.o., ID No.: 08750823, with its registered offices at: Hlaváčova 207, Zelené Předměstí, 530 02, Czech Republic	ENIGOO s.r.o. provide us with ticket system to secure a swift process of providing conference tickets for you. To ensure that, ENIGOO needs some of your personal information, such as Data necessary for the execution of payment transactions and the accounting of payments, Identification details and Contact and address details.
Pražské komunikační a společenské centrum, v.o.s., ID No.: 610 54 062, with its registered offices at: Na příkopě 859/22, Nové Město, 110 00 Praha 1	The lessor of a venue, where the Prague.bio Conference 2024 takes place, might receive your photos to promote the venue if we have your consent to do so.
External accountants and auditors	We may entrust accounting and tax matters to specialists outside Prague.bio. In such cases, we must provide them with your personal data

	to the extent necessary to fulfil the contract with you and comply with legal obligations.
Person providing payment services (operators of payment gateways, banks, etc.)	To ensure proper payment processing (payment gateway functions, payment collection, payment blocking, SIPO payments, etc.), we must transfer your personal data to the person responsible for handling payment transactions.
Legal and tax advisors	Occasionally, there may be a need for the Prague.bio to allow legal or tax advisors to access information about legal relationships with you. These are individuals bound by a legal obligation of confidentiality.
Providers of promotional services, e.g., marketing experts	In order to enhance and optimize our promotional activities, including marketing strategies and hosting services, it is essential to share your personal data with specialized entities.
Software and hosting providers	Software and hosting providers need access to certain personal data to deliver seamless and secure services, guaranteeing the functionality and reliability of our digital platforms.

Your personal data are not made public. As an exception, your personal data such as name, company and pictures are made available through the virtual platform to the other participants for networking reasons and to identify the participants at Prague.bio Conference 2024 on the legitimate interest legal basis.

#### **4. International transfers**

We store your data in the European Union. However, it is possible that the data we collect when you use our website or our services may be transferred outside the European Union and EEA to countries whose data protection legislation differs from that applicable within the European Union or your country of residence. This applies in particular to data shared with our service providers or subcontractors located outside the European Union. When the recipient is located in a country whose legislation has not been the subject of an adequacy decision by the European Commission, we ensure that the transfer is governed by the European Commission's standard contractual clauses guaranteeing a sufficient level of protection of the privacy and fundamental rights of individuals, or equivalent guarantees.

#### **5. Data Security**

We have implemented appropriate physical, technical, and organizational security measures designed to secure your personal data against accidental loss and unauthorized access, use, alteration, or disclosure. In addition, we limit access to personal data to those employees, agents, contractors, and other third parties that have a legitimate business need for such access.

## **6. Data Retention**

Except as otherwise permitted or required by applicable law or regulation, we will only retain your personal data for as long as necessary to fulfill the purposes we collected it for, as required to satisfy any legal, accounting, or reporting obligations, or as necessary to resolve disputes. To determine the appropriate retention period for personal data, we consider applicable legal requirements, the amount, nature, and sensitivity of the personal data, the potential risk of harm from unauthorized use or disclosure of your personal data, the purposes we process your personal data for, and whether we can achieve those purposes through other means. We specify the retention periods for your personal data in our data retention policy.

Under some circumstances we may anonymize your personal data so that it can no longer be associated with you. We reserve the right to use such anonymous and de-identified data for any legitimate business purpose without further notice to you or your consent.

## **7. Rights of Access, Correction, Erasure, and Objection**

It is important that the personal data we hold about you is accurate and current. Please keep us informed if your personal data changes during your employment. By law you may have the right to request access to, correct, and erase the personal data that we hold about you, or object to the processing of your personal data under certain circumstances. You may also have the right to request that we transfer your personal data to another party. If you want to review, verify, correct, or request erasure of your personal data, object to the processing of your personal data, or request that we transfer a copy of your personal data to another party, please contact us at [info@prague.bio](mailto:info@prague.bio). Any such communication must be in writing.

We may request specific information from you to help us confirm your identity and your right to access, and to provide you with the personal data that we hold about you or make your requested changes. Applicable law may allow or require us to refuse to provide you with access to some or all of the personal data that we hold about you, or we may have destroyed, erased, or made your personal data anonymous in accordance with our record retention obligations and practices. If we cannot provide you with access to your personal data, we will inform you of the reasons why, subject to any legal or regulatory restrictions.

## **8. Changes to This Privacy Policy**

We reserve the right to update this Privacy Notice at any time, and we will provide you with a new Privacy Notice when we make any updates. If we would like to use your previously collected personal data for different purposes than those we notified you about at the time of collection, we will provide you with notice and, where required by law, seek your consent, before using your personal data for a new or unrelated purpose. We may process your personal data without your knowledge or consent where required by applicable law or regulation.

