

Privacy Policy

EIT URBAN MOBILITY ASSOCIATION

General Assembly meetings

1. WHO WE ARE

"We", "us" or "our" means **EIT URBAN MOBILITY ASSOCIATION**. We act as controller for the personal data we gather through the General Assembly meetings. **EIT URBAN MOBILITY ASSOCIATION** is duly registered under the laws of Spain under company number NIF G6748974, having its registered office address at Torres Glòries, Diagonal 211 Barcelona (08018).

This Privacy Policy is solely intended to provide you with information in relation to the processing of personal data through the General Assembly meetings. For our privacy practices in relation to our activities, we refer you to the agreement as may be concluded between us.

We have developed this Privacy Policy because your privacy is very important to us. This Privacy Policy sets out how we collect, disclose, transfer and use ("process") the personal data that you share with us, and which rights you have. Please take a moment to read through this Privacy Policy.

If you have any questions, concerns or complaints regarding to this Privacy Policy, to the processing of your personal data or if you wish to submit a request to exercise your rights as set out in article 4 of this Privacy Policy, you can contact us:

Via e-mail: secretary@eitumassociation.eu, with subject matter 'Privacy Policy General Assembly'

This Privacy Policy was revised last on 26/04/2022.

2. HOW WE USE AND COLLECT YOUR PERSONAL DATA

Personal data is defined as any information relating to an identified or identifiable natural person. Identifiable refers to identifiers such as name, identification number, location, data, etc., that can be used to directly or indirectly identify a natural person.

The personal data we collect, is collected and used for the purposes as listed hereunder:

- (a)** To manage General Assembly meetings, in activities such as conducting voting processes, keeping integrity of the minutes, etc. Please note that General Assemblies will be recorded. As a consequence, your image and voice could be included in this recording.
- (b)** We process your personal data to enforce or exercise any rights that are available to us based on the applicable law, such as use for the establishment, exercise or defence of legal claims.
- (c)** We process your personal data to fulfil our obligations as set out by the applicable law.

The following categories of personal data will be processed by us for the purposes as listed above:

(a) Contact data: To register in a General Assembly meeting, you will be asked to provide us with your organization, name and surname of your organization's voting representative, official position, email address and phone number

(b) Voice and image: During the General Assembly meetings we will record your voice and image.

The legal basis for the processing of your personal data:

- (a)** We have the legitimate interest to provide you with the exact minutes of the General Assembly meetings.
- (b)** To fulfil our obligations as set out by the applicable law being the legal basis the compliance with a legal obligation.

3. RETENTION OF YOUR DATA AND DELETION

Your personal data, will be stored to fulfil the purpose for which the data are processed only during the strictly necessary time. In the event you object to our use of your personal data, and such objection is successful, we will remove your personal data from our databases. Please note that we will process the personal data necessary to ensure your request.

The foregoing will, however, not prevent us from retaining, properly blocked, any personal data if this is necessary to comply with our legal obligations, in order to file a legal claim or defend ourselves against a legal claim, or for evidential purposes.

4. **YOUR RIGHTS**

This article lists your principal rights under General Data Protection Regulation. We have tried to summarize them for you in a clear and legible way.

To exercise any of your rights, please send us a written request in accordance with article 1 of this Privacy Policy. We will respond to your request without undue delay, but in any event within one month of the receipt of the request. In the event of an extension of the term to respond or in the event we do not take action on your request, we will notify you.

The right to access: You have the right to confirmation as to whether or not we process your personal data and, in the event we do so, you have the right to access such personal data, together with certain additional information that you also find listed in this Privacy Policy.

You have the right to receive from us a copy of your personal data we have in our possession, provided that this does not adversely affect the rights and freedoms of others. The first copy will be provided free of charge, but we reserve the right to charge a reasonable fee if you request further copies.

The right to rectification: If the personal data we hold about you is inaccurate or incomplete, you have the right to have this information rectified or, taking into account the purposes of the processing, completed.

The right to erasure (right to be forgotten): In some circumstances, you have the right to the erasure of your personal data without undue delay. Those circumstances include:

- (a)** The personal data are no longer needed in relation to the purposes for which they were collected or otherwise processed;
- (b)** You withdraw your consent, and no other lawful ground exists;
- (c)** The personal data have been unlawfully processed; or,
- (d)** Erasure is necessary for compliance with EU law.

There are certain exclusions to the right to erasure. Those exclusions include where processing is necessary,

- (a)** for exercising the right of freedom of expression and information;
- (b)** for compliance with a legal obligation; or,
- (c)** for the establishment, exercise or defence of legal claims.

The right to restrict processing: You have the right to restrict the processing of your personal data (meaning that the personal data may only be stored by us and may only be used for limited purposes), if:

- (a)** You contest the accuracy of the personal data (and only for as long as it takes to verify that accuracy);
- (b)** The processing is unlawful and you request restriction (as opposed to exercising the right to erasure);
- (c)** We no longer need the personal data for the purposes of our processing, but you require personal data for the establishment, exercise or defence of legal claims; or,
- (d)** You have objected to processing, pending the verification of that objection.

In addition to our right to store your personal data, we may still otherwise process it but only:

- (a)** with your consent;
- (b)** for the establishment, exercise or defence of legal claims;
- (c)** for the protection of the rights of another natural or legal person; or,
- (d)** for reasons of important public interest.

We will inform you before we lift the restriction of processing.

The right to data portability: To the extent that the legal basis for our processing of your personal data is consent, and such processing is carried out by automated means, you have the right to receive your personal data from us in a structured, commonly used and machine-readable format. However, this right does not apply where it would adversely affect the rights and freedoms of others.

You also have the right to have your personal data transferred directly to another company, if this is technically possible, and/or to store your personal data for further personal use on a private device.

The right to object to processing: You have the right to object to the processing of your personal data on grounds relating to your particular situation, but only to the extent that the legal basis for the processing is that the processing is necessary for:

- (a) The performance of a task carried out in the public interest or in the exercise of any official authority vested in us;
- (b) The purposes of the legitimate interests pursued by us or by a third party.

If you make such an objection, we will cease to process the personal information unless we can demonstrate compelling legitimate grounds for the processing which override your interests, rights and freedoms, or the processing is for the establishment, exercise or defence of legal claims.

The right to complain to a supervisory authority: If you consider that our processing of your personal information infringes data protection laws, you have a legal right to lodge a complaint with a supervisory authority responsible for data protection. You may do so in the EU member state of your habitual residence, your place of work or the place of the alleged infringement addressing your claim to the correspondent Supervisory Authority which you can find [here](#).

5. PROVIDING YOUR PERSONAL DATA TO OTHERS

We will not disclose your personal data to social media. We may disclose your personal data in the event such disclosure is required or necessary to fulfil a legal obligation. We may also disclose personal data to protect your vital interests or the vital interest of another natural person.

We disclose your personal data to third-party applications needed to carry out the General Assembly such as Gotomeeting, Election runner and Typeform ("Third-Party Services").

For your information only, we have included the relevant links (these may be changed from time to time by the relevant service provider):

- (a) [Gotomeeting](#)
- (b) [Typeform](#)
- (c) [Election runner](#)

6. INTERNATIONAL TRANSFERS

We will ensure that any transfer of personal data to countries outside of the European Economic Area will take place pursuant to the appropriate safeguards.

7. AMENDMENTS TO THE PRIVACY POLICY

From time to time, we have the right to modify this Privacy Policy. You will always be able to consult the most recent version of the Privacy Policy on the Websites.