



## **Privacy Policy**

**AEA Europe places great importance on the privacy of all members and conference attendees. We wish to handle personal data with great care. This document tells you how we achieve this before, during and after our conferences.**

### **Handling personal data**

The personal data you provide subscribing for the conference are processed by a third party that lives up to all the rules from privacy legislation. This means amongst others that your personal data will not be shared with any other party and will not be kept longer than necessary. An adequate level of security is maintained while processing personal data to prevent disallowed access, adjustment, loss or publication of personal data.

### **Subscription**

Based on the conference subscriptions a list with e-mail addresses is generated. This list is used for confirmation purposes and for asking attendees to review the conference once it is held. This list will also be used to send you information about the next conference. Should you not wish to receive this last e-mail, then please let us know by sending a message to [admin@aea-europe.net](mailto:admin@aea-europe.net).

All other personal data will be deleted when the conference has ended.

### **List of attendees**

During the conference a list with attendees will be available. This list contains the first name and surname of each attendee, email address, and affiliation. This list of attendees will be provided shortly before the conference. It will not be shared through other channels and will not be shared with third parties. If you wish not to be included on the attendance list please let us know by sending a message to [admin@aea-europe.net](mailto:admin@aea-europe.net).

### **Survey**

Shortly after the conference has ended, an electronic survey will be held. This survey will be held in a protected web environment. Your e-mail address will be used to invite you to participate. Other personal data are not used and participation is of course voluntary and can be anonymous.

### **Photography, film and vlogs**

During the conference the organisation will take photographs and film for publicity purposes. We reserve the right of publishing these photographs and films during or after the conference through

communication channels like our website, Facebook, Twitter and LinkedIn. The material will not be used for any other purpose. If you can be recognized in this material, explicit permission will be asked. Should you not wish having specific material used in this way, please let us know by sending a message to [admin@aea-europe.net](mailto:admin@aea-europe.net).

**More information**

AEA-Europe wishes to be as transparent as possible about the way we handle personal data while organizing our conferences. If you have a specific question about how we guarantee your privacy, please let us know by sending a message to [admin@aea-europe.net](mailto:admin@aea-europe.net).