**Consent**

**of the webinar participants EEM program Europa-Universität Flensburg**

**to General Data Protection Regulation (GDPR Rules)**

The EEM program Europa-Universität Flensburg takes the protection of your personal data seriously. We comply with data protection regulations when collecting, processing and using your personal data.

We use technical and organizational security measures to protect the data provided by the EEM program Europa-Universität Flensburg against accidental or intentional loss, destruction or access by unauthorized persons. Our security measures are constantly updated in line with the latest technological developments.

Data protection information regarding the production and use of photographs and personal data according to Art. 13 GDPR

1.) Name and contact details of the responsible person (s)

Responsible for the data processing is:

Europa-Universität Flensburg

Department of Energy and Environmental Management for Developing Countries

Munketoft 3b

24947 Flensburg

Responsible:

Prof. Dr. Bernd Möller

Mr. Mominul Hasan

Contact:

Telephone: +49 (0) 461 805 2555

Fax: +49 (0) 461 805 2505

E-Mail: mominul.hasan@uni-flensburg.de

Internet: http://www.uni-flensburg.de

2.) Collection of personal data

The following personal data is collected during preparation and implementation:

• Last name, first name, circulation,

• address,

• e-mail,

• profession,

• photo, webinar recording, voice recording of webinar participants,

• Information necessary for appropriate work with participants,

• Information provided voluntarily when participating in a webinar (biography, education, certificates, advanced training, place of work, etc.)

3.) Purpose of processing:

The data and/or photos and/or video recording of the webinar will be used to conduct webinars and establish webinar reports "Flensburg Renewable Energy Dialog - FRED".

We process data for the purposes:

• preparation of the webinar, including correspondence with participants and speakers

• exchange of information within the organization of a webinar

• work as webinar participants, including technical support and training

• initiating and holding webinars

• response to requests, support of its current activities and maintenance of systems

• The EEM program Europa-Universität Flensburg may contact users to inquire about their account status and ask them to confirm registration, as well as inform them of major system changes.

• The EEM program Europa-Universität Flensburg may, from time to time, send users information, survey requests or promotional emails about the Organization's services, events, webinars and publications to the email addresses provided by these users.

• Users can submit a request at any time and opt out of any further contact by e-mail (with the exception of notifications of major system configuration changes).

**Y O UR C O N S E N T**

**Please authorize our using your data and/or photos and/or videos (please choose):**

🗆 **I authorize the use** of videos/photos/data on the European University Flensburg platforms or in media and reports and the publication of same along with my name.

🗆 **I give permission** for the use of videos/photos/data in the alumni network of the EEM program Europa-Universität Flensburg.

🗆 I do **not** give permission to use videos/photos/data.

4.) Legal basis of processing:

The processing of data, videos and photos (collection, storage and use in presentations and reports) takes place on the basis of the express consent of the data subject (Art. 6 para. 1 letter a GDPR).

5.) Duration of storage of personal data:

The data, videos and photos are stored for a period of **five years** unless the consent of the person concerned is revoked.

6.) Withdrawal of consent:

The consent to process the data and photos may be revoked at any time in the future. The lawfulness of the data processing carried out on the basis of the consent before the revocation is not affected by this.

7.) Affected rights:

As a data subject whose data we process, you have the following rights:

• In accordance with Art. 15 GDPR request information about your personal data processed by us. In particular, you can request information about the processing purposes, the category of personal data, the categories of recipients to whom your data has been disclosed or the planned storage period, the right to rectification, deletion, limitation of processing or opposition, the existence of yourright to complain, the source of their data, if not collected from us, and the existence of automated decision-making including profiling and, where appropriate, meaningful information about their details;

• in accordance with Art. 16 GDPR, immediately demand the correction of incorrect or complete personal data stored with us;

• right to erasure ("be forgotten") in accordance with Art. 17 GDPR. In accordance with Art. 17 GDPR, to request the deletion of your personal data held by us, except where the processing is for the exercise of the right to freedom of expression and information, for the fulfilment of a legal obligation, for reasons of public interest or for the assertion, exercise or defense of Legal claims is required;

• right to restriction of processing in accordance with Art. 18 GDPR. To demand the restriction of the processing of your personal data in accordance with Art. 18 GDPR, as far as the accuracy of the data is disputed by you, the processing is unlawful, but you reject its deletion and we no longer need the data, but you assert this, exercise or defense of legal claims or you have objected to the processing in accordance with Art. 21 GDPR;

• to receive, in accordance with Art. 20 GDPR, your personal data provided to us in a structured, standard and machine-readable format or to request transmission to another person responsible;

• according to Art. 7 para. 3 GDPR, to revoke your once given consent to us at any time. As a result, we are no longer allowed to continue the data processing based on this consent for the future,

• right to object: If we process your personal data for the protection of legitimate interests in accordance with Art. 6 para. 1 (f) of the GDPR, you have the right in accordance with Art. 21 para. 1 of the GDPR to object to this processing on the basis of personal reasons. You have the right to object to processing for direct marketing purposes at any time without giving reasons in accordance with Article 21 paragraph 2 of the GPDR. To exercise your right to object, all you have to do is send a free-form e-mail to mominul.hasan@uni-flensburg.de indicating which processing you object to.

• to complain to a supervisory authority in accordance with Art. 77 GDPR. As a rule, you can contact the supervisory authority of your usual place of residence or workplace.

8.) Right of objection / revocation, objection, correction, limitation and deletion, data transferability.
The consent granted to us may be revoked at any time with effect for the future. In addition, if the legal requirements are met, you have the opportunity to object to the data processing and the right to delete, correct and block / limit the processing of personal data you collect and process, and the right to data portability. You can assert the aforementioned claims informally, in particular by post or e-mail to us.

9.) Registration for webinars

Webinars are held using the Internet. We use **Cisco's Webex software** to deliver our webinars. Cisco is the data controller for this service and related data processing. See privacy policy here [Online Privacy Statement - Available Languages - Cisco](https://www.cisco.com/c/en/us/about/legal/privacy-directory.html). We share your registration or customer information with Cisco in order to run the webinar.

During and after the webinar, statistical data may be sent to the EEM program Europa-Universität Flensburg. If you participate in a webinar, ask or answer a question during a webinar, then in addition to your registration data, we will receive information about the duration of participation, interest in the webinar, the question asked or this answer in order to improve our work on organizing webinars or increase satisfaction. users. Cisco can export this data for us.

An encrypted connection is established between you and the webinar host. We may record the sound and graphic information transmitted within a given session.

**By clicking on the "Participate" button, you confirm that you will not take any notes or screenshots during this webinar.**

10.) YouTube

**By signing this consent form, you agree that we can post a video of the seminar on www.youtube.com.**

The legal basis for this is Art. 6 para. 1 lit. f GDPR. Our legitimate interest lies in improving the quality of our online presence.

To display the video, a connection is established to YouTube servers in the USA. This connection is required to display the corresponding webinar video through your web browser. In doing so, YouTube will at least record and process your IP address, date and time, and the web page you have visited. In addition, Google establishes a connection with the "DoubleClick" advertising network.

**If you are logged in to YouTube at the same time, YouTube will attach the login information to your YouTube account.** **To avoid this, you must either log out of YouTube before opening the link to the webinar video, or make the appropriate settings in your YouTube user account.**

To ensure the operation of all functions, as well as to analyze user behavior, YouTube permanently stores **cookies** through your web browser on your end device. If you do not consent to this processing, you have the option to prevent the storage of cookies by making the appropriate settings in your web browser.

YouTube is a subsidiary of Google. Google also processes your personal data in the US and is subject to the EU-US Privacy Shield: <https://www.privacyshield.gov/EU-US-Framework>.

Further information on the purposes and scope of data collection and processing by Google can be found in the privacy policy. There you will also find more information about your rights and possible settings to protect your privacy: <https://policies.google.com/privacy>.

**Fully read, understood and signed personally**

Date:

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(signature of participant to the EEM program)