**REGISTRATION AND GDPR CONSENT FORM**

|  |  |
| --- | --- |
| **Name:\*** |  |
| **Surname:\***  |  |
| **Date of Birth: 1** |  |
| **Gender:** 1 |  |
| **Country:\*** |  |
| **Email address:\*** |  |
| **Year of PhD: 1,2** |  |
| **Institution:\*** |  |
| **Department:\*** |  |
| **Address:\*** |  |
| **Participation to dinner of February 26th**  | **YES****⬜** | **NO****⬜** |
| **Intolerances and/or special dietary requirements:** |  |

\* Mandatory field

1 These data won’t be published but they will be only processed for statistical purposes (e.g., by the Organising Committee to make calculations on gender/age balance, etc.).

2 The year when you got the title. Write “Student” if still Student or “No PhD” if you haven’t.

**DECLARATION OF CONSENT**

**GDPR Regulation (EU) 2016/679**

This forms aims at registering your consent (based on article 6.1.a of the GDPR) to:

Based on article 6.1.a of the GDPR, by signing this form I grant permission to the COST Action CA18202 – NECTAR – Network for Equilibria and Chemical Thermodynamics Advanced Research to:

|  |  |  |
| --- | --- | --- |
| Collect, process and publish your details reported in this form on the NECTAR COST Action CA18202 website – [www.cost-nectar.eu](http://www.cost-nectar.eu) – and other communications tools (including social media) and/or publications for communication purposes.  | **YES****⬜** | **NO****⬜** |
| Take and use pictures/videos and other material where you appear taken or made during a meeting / an event of or related to the COST Action CA18202 – NECTAR – Network for Equilibria and Chemical Thermodynamics Advanced Research – on the NECTAR COST Action CA18202 website – [www.cost-nectar.eu](http://www.cost-nectar.eu) – and other communications tools (including social media) and/or publications for communication purposes.  | **YES****⬜** | **NO****⬜** |

You have the right to withdraw your consent at any time by sending an email to elzbieta.gumienna-kontecka@chem.uni.wroc.pl (the Science Communication Manager of CA18202) or to privacy@cost-nectar.eu. Withdrawing your consent means that the collected personal data will not be used any longer. However, use made of your data in the past remains valid.

NAME and SURNAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Place and Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**This form must be filled, signed and scanned as pdf, and a copy must be sent via email to** info@cost-nectar.eu .

**PRIVACY NOTICE**

**1. Data controller**

Your personal data are processed by University of Messina (Grant Holder).

If you have any queries about the process or how we handle your information please contact us at at privacy@cost-nectar.eu .

**2. Who is concerned by this privacy policy?**

Every COST NECTAR Action participant and visitor of our website, people who use our services, e.g. who subscribe to our mailing list, as well as people who email us or chat with us.

**3. What information about you do we handle, why do we handle that information, what is the legal basis for those processing and for how long do we retain the information?**

Your personal data is collected and processed by the COST Association in the framework of this COST Action, for which you can consult the privacy notice for e-COST.

In addition, the following information is processed in the framework of the NECTAR CA 18202:

*As a COST participant:*

Based on your consent (article 6.1.a) of the GDPR), we:

* publish your contact details on the cost-nectar.eu website and other communications tools or publications for communication purposes;
* take and use pictures/videos where you appear taken or made during a meeting / an event of or related to the COST Action CA18202 on the cost-nectar.eu website and other communications tools or publications for communication purposes.

You have the right to withdraw your consent at any time by sending an email to the Science Communication manager, Elzbieta Gumienna-Kontecka (elzbieta.gumienna-kontecka@chem.uni.wroc.pl) or to privacy@cost-nectar.eu. Withdrawing your consent means that the collected personal data will not be used any longer. However, use made of your data in the past remains valid.

*When you register for mailing lists:*

Based on your consent (article 6.1.a) of the GDPR):

* We collect and process your identification data (name, first name, title and email address) for registration and delivering of our newsletters.

You may unsubscribe from our newsletters at any time. We will not keep your data once you have unsubscribed.

Based on our legitimate interests or those of the COST Association (article 6.1.f of the GDPR), when you register for mailing lists, we gather statistics around email opening and clicks using industry standard technologies including clear gifs. This information is only processed in a way which does not identify anyone. We do not make any attempt to find out the identities of those visiting our website.

*When you register for events:*

Based on your consent (article 6.1.a) of the GDPR):

When you register for events, we collect your identification data (name, first name, title, email address, and phone numbers) and professional data (position and institution).

When you register for events, we also ask you:

* whether you have special dietary requirements or other specific needs. Those data are collected for the organisation of the event.

We do not keep your dietary requirements or other mentioned specific needs for longer than the event.

* whether you are in agreement with us:
	+ including your contact details in the list of participants to the event that is made available on the COST Action website / to all participants for networking purposes;
	+ taking and using pictures during the event for promotional and information purposes.

The data we collect are kept as long as you do not oppose to it.

*When you contact us to make use of your data subject rights:*

We process your contact details and the proof of your identity you send us in order to address your request. We can also, depending on your request, process other personal data we have collected in order to address your request.

This data processing is for compliance with legal obligations to which we are subject (article 6.1.c of the GDPR).

**4. Use of service providers and transfer to third parties**

Those service providers otherwise referred to as data processors are third parties who provide elements of support to us. We have contracts in place with our data processors. They cannot do anything with your personal information unless we have instructed them to do it. They will not share your personal information with any organisation apart from us. They will hold it securely and retain it for the period we instruct.

We do not transfer any of your data collected as mentioned above to any third party for commercial purposes.

**5. How do we protect your personal data?**

Your personal data are handled in full confidentiality. We make all necessary effort to take technical and organisational measures that might be required so as to ensure security of your personal data.

**6. How long is the information retained for?**

Mailing lists, the action website and its content are maintained for 2 years after the end of the Action.

**7. Your rights**

Under the General Data Protection Regulation (Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (GDPR), you have rights as an individual which you can exercise in relation to the information we hold about you:

* right to request from us access to and rectification of your personal data;
* right to request erasure of your data (right to be forgotten) in the cases foreseen by article 17 of the GDPR;
* right to obtain from us restriction of processing where there is contestation about the data processing for a period enabling to solve the issue;
* right to data portability;

where the processing of your personal data is based on your consent, you have the right to withdraw your consent at any time. Withdrawing your consent means that we will not make use of your data any longer, including pictures. However, use made of your data in the past remains valid.

**Your right to object**

You have the right to object, on grounds relating to your particular situation, at any time to processing of your personal data which is based on Article 6(1), (f) of the GDPR (our legitimate purposes) as mentioned above.

To exercise those rights, please send us an email to privacy@cost-nectar.eu together with a proof of your identity.

You always have the right to lodge a complaint with the Supervisory authority of the EU country of your choice.