

## OUR PRIVACY POLICY FOR THE MUN EVENT

Your Privacy and Data Protection are a top priority for us. In the context of the DSAMUN Conferences (Deutsche Schule Athen Model United Nations Conference) (henceforth “the Event”) that the **Deutsche Schule Athen / Germaniki Scholi Athinon (GSA)** organises at its facilities, we might collect certain personal information about you that we will use and process only for certain purposes, for which we will have informed you beforehand.

This Privacy Policy is intended to inform you about how we collect your data, how we use them, how we take care of them, for how long we keep them and what your options and rights are regarding the processing of your data. Rest sure that we always treat your data in an appropriate manner as well as in accordance with the applicable provisions of Data Protection legislation.

### Who is the Data Controller?

In the context of this Privacy Policy the terms «DSA», «we», «us», «ours» refer to the union under the name **Deutschen Schule Athen - Deutscher Schulverein Athen (in Greek Syllagos Germanikis Sxolis Athinon)** that has its establishments on Dimokritou 6 & Germanikis Scholis Athinon, zip code 15123, Maroussi, Attica, tel.: +30 210 6199261, fax: +30 210 6199267, email: [sekretariat@dsathen.gr](mailto:sekretariat@dsathen.gr).

### Personal Data Processing Overview

We collect and process your personal data for specific purposes and we do not further process the data, without informing you first and, provided that we have obtained, where this is necessary, your prior consent.

Concerns you if you are a:	What kind of data?	Why do we process the personal data?	Legal Basis of processing
Participant or accompanying persons (such as teachers, parents, etc.)	<ul style="list-style-type: none"><li>• <b>Identification data</b>, such as first name, name, pictures, photographs;</li><li>• <b>Contact data</b>, such as email address, telephone number, postal address;</li><li>• <b>Personal information</b>, such as age, date of birth, gender, citizenship;</li><li>• <b>Education data</b>, such as the school and class you attend</li></ul>	<p>We need this information in order to process your registration so that you can participate in the event, to know who you are and in order to contact you and inform you about developments.</p> <p>We also need it in order to facilitate your communication with <b>other</b> delegates during the event.</p>	Legitimate interest for the purpose of managing the registration and participation process of the event based on the necessity to meet our obligations as organisers of the event

<p>Visitor of the event</p>	<ul style="list-style-type: none"> <li>• <b>Identification data</b>, such as first name, name, pictures, photographs;</li> <li>• <b>Contact data</b>, such as email address, telephone number, postal address;</li> </ul>	<p>We need this information in order to allow your participation in the vent, to know who you are and in order to be able to contact you and inform you about developments.</p>	<p>Legitimate interest for the purpose of managing the registration and participation to the event based on the necessity to meet our obligations as organizers of the event</p>
<ul style="list-style-type: none"> <li>• Participant or accompanying persons (such as teachers, parents, etc.)</li> <li>• Visitor of the event</li> <li>• Organising staff</li> </ul>	<p>Photographs and videos taken and recorded during the event</p>	<p>In order to document and showcase our activities and the event itself on our website, social media and printed matter (such as yearbooks, leaflets etc.).</p>	<p>Legitimate interest for documenting and showcasing our activities and promoting our activities.</p>

### More information

We collect and/or process personal information about you in order to comply with legislation in effect (e.g. Consumer Protection Law, Tax laws etc.) as well as to exercise our rights or defend ourselves against third parties' claims.

We will not use your personal data for purposes that are incompatible with the aforementioned ones, without informing you first and having obtained where applicable, your prior consent.

Furthermore, we do not sell personal data to third parties.

### From where do we collect your personal data?

We collect the personal data, directly from you or your school. We do not use third party resources.

### Legal basis of your data processing

Since we are seated in Greece, where EU Law regarding data protection is applicable, we need to inform you about the legal basis on which the processing of your personal data takes place. We always base our processing on one the following legal grounds:

- Your consent which we will ask for explicitly. You can withdraw your consent at any time, but this shall not affect the lawfulness of processing based on the consent before its withdrawal.

- The performance of a contract between us, or in order to take steps at your request prior to entering into a contract.
- Compliance with legal obligation to which DSA is the subject (e.g. consumer protection legislation, electronic communication legislation, tax legislation, education legislation etc.) and in order to resolve legal disputes, to face claims against us and exercise our rights.
- For our legitimate interests, in order to organize and run the event, document and showcase our activities etc., without any of our interests overriding your interests or fundamental rights and freedoms which require protection of personal data.

The table in the beginnings of this Policy mentions each legal basis along with its purpose on a case-by-case basis.

### **What will happen if you do not share your personal data with us?**

If you do not share your personal data with us, it may be likely that we will not be able to process your application to participate in the event, if this is the case, or we may not be able to comply with legislation in effect.

### **Automated individual decision-making**

We do not take decisions regarding you, based entirely on automated processing. If we decide to take such measures in the future, we will make sure that we inform you properly, beforehand.

### **Sometimes, it is necessary for us to share your personal data within with trusted third parties.**

#### **Sharing your personal data within DSA**

We will process your personal data for the aforementioned purposes. In order for us to do so, it is necessary for our authorized employees to access your data.

#### **Sharing your personal data with trusted third parties**

Like every organization, sometimes we also use third party providers in order to conduct our business with more efficiency and efficacy so that we can ensure consistency in our operation and services. In certain case these third-party providers will be able to access your personal data.

Wherever, we use third parties in order to process your personal data on our behalf, we conduct due-diligence in order to ensure that they have already taken the appropriate technical and organizational measures to protect your personal data. During our cooperation with these third parties, we monitor their performance (as well as that of their sub-processors), in order to ensure your personal data, remain safe.

Each of our third-party providers that processes your personal data on our behalf, does so only under the following conditions:

- For the same purposes for which we are allowed to process your personal data (see above)
- The processing is necessary in order for the service-provider to meet its obligations towards us
- The processing is conducted exclusively, in accordance with our instructions
- A Data Processing Agreement is concluded

The main providers, that we use at the time of the publication of this privacy policy, are the following:

- The **Ionian University**, Department of Informatics, **Humanistic & Social Informatics Laboratory** seated at 7, Platia Tsirigoti sq., P.C. 49132 Corfu, Greece for the purposes of hosting the website <https://dsamun.website/> and storing data collected therefrom.

Since we may change or add providers in this list, we will update this Privacy Notice at the time this happens.

It is also likely to transfer your personal data to public bodies and authorities, regulatory authorities and governmental agencies, to the extent this is required by the applicable laws.

#### **Transfer of your personal data outside EEA**

We will not transfer your personal data outside EEA (European Economic Area that consists of EU States along with Lichtenstein, Norway and Iceland).

**We promise to keep your personal data safe and retain them only for as long as it is necessary.**

#### **We promise to keep your personal data safe**

We will always use your personal data in the appropriate manner and will keep them safe. In order to do so, we implement and follow policies, processes and standards for the protection of your personal data. We even take measures against our personnel and third-party partners, where appropriate, in order to ensure your personal data, remain safe.

**We promise to retain your personal data only for as long as it is necessary.**

If the processing of your personal data which we carry out:

- Is based on your consent, we shall retain and process your personal data only for such time, this consent remains valid (note that you can revoke your consent at any time). You may give us your consent either by contacting us at your own free will through telephone, fax and email or by signing a relevant consent form.
- Is necessary for the performance of a contract, or in order to take steps at your request prior to entering into a contract, we will retain your data for as long as the contract remains valid and following the termination of our relationship for as long as it is mandatory in order for us to comply with legal requirements arising out of tax or any other applicable legislation.

- Is based on our legitimate interests (e.g. if it is done in order to process your registration to the event), we will retain your personal data only for as long as it is necessary for satisfying these interests.
- Is necessary for our compliance with an obligation arising from the law, we will retain your personal data for as long as any relevant provision requires.

After the deletion of your personal data, if this is necessary, we may retain some certain basic information just to be able to prove our compliance with our obligations pursuant to Data protection legislation as well as to ensure that we will not send you any communication or marketing material in the future (legitimate interest).

### Your rights

It is important, that all the information we have about you are updated and accurate. Should they change, please let us know.

Pursuant to data protection legislation and with the set limits, you have the following rights:

- **Right to withdraw your consent**

In case the processing of your personal data is based on your consent, you have the right to withdraw this at any time. The withdrawal of your consent shall not affect the lawfulness of processing based on the consent before its withdrawal.

- **Right of access**

You are entitled to know whether we process any personal data of yours and where that is the case, what type of data, for what purposes we use them, their retention period, their recipients and potential transfer of data etc.

- **Right to rectification**

You have the right to ask the rectification of inaccurate personal data of yours or ask for the completion of incomplete data of yours.

- **Right to erasure**

You have the right to ask us to delete your personal data, where and under the conditions, the applicable legislation provides for such a right.

- **Right to restriction of processing**

You can ask for the restriction of your data processing, where legislation provides for such a right.

- **Right to data portability**

You have the right to ask and receive the personal data concerning you and provided by you, in a structured, commonly used and machine-readable format, provided that the processing is based on your consent, or on the performance of a contract or it is carried out by automated means.

- **Right to object**

You can ask us to stop processing your data on grounds relating to your particular situation, where legislation provides for such a right.

- **Right not to be subject to a decision based solely on automatic means**

You have the right to ask to obtain human intervention, to express your point of view and to contest the decision.

If you wish to exercise any of these rights or if you are not satisfied about how we protect your privacy, you may contact us, by providing a copy of your ID (which we will only use to verify your identity) in any of the following ways:

- By post at Dimokritou 6 & Germanikis Scholis Athinon, zip code 15123, Maroussi, Attica
- By calling us at: +30 210 6199261
- By sending us a fax at: +30 210 6199267
- By sending us an email at: [sekretariat@dsathen.gr](mailto:sekretariat@dsathen.gr).

Alternatively, you may contact our DPO directly at the contact details listed below.

DSA will aim at responding to data subject requests without undue delay and in any event within 1 month of receipt of the request.

If you have given us your consent for certain type of data processing, you have the right at any moment to withdraw this consent, but keep in mind that this may come with certain consequences.

### **Data Protection Officer (DPO)**

Because DSA takes its obligations in relation to the protection of personal data, seriously it has already appointed a Data Protection Officer (DPO) who can be contacted as follows:

TSIMIKALIS KALONAROU LAW FIRM  
Neofytou Vamva 1, 10674, Athens, Greece  
+30 210 3645962  
[Info@athenslegal.gr](mailto:Info@athenslegal.gr)

### **Lodging a Complaint**

If you have any complaints regarding the way we process your personal data, you have the right to lodge a complaint with the Hellenic Data Protection Authority ([www.dpa.gr](http://www.dpa.gr)).

### **Amendments to this Privacy Policy**

We will keep this privacy policy updated and we will post a notice if any substantial amendments that concern the way we process your personal data, take place. We would

like to encourage you to read about the changes of this policy, so that you remain accurately informed.

This Privacy Policy has last been revised on 03.02.2020.