

## Your Privacy Matters to us.

EuropeActive are committed to protecting your privacy by keeping your personal data safe and secure and handling it in accordance with our legal obligation to comply with rules as set out in the General Data Protection Regulation (GDPR).

This privacy notice tells you what to expect us to do with your personal information when you make contact with us or use one of our services. The notice covers;

- Who we are
- What data we collect
- Why we collect data
- Who has access to your data
- If we intend to transfer it to another country
- Analytics and Cookies
- Storage and Security
- How long we store your data
- Automated decision making
- Links to other websites
- Children
- Your rights
- Contact us

## WHO WE ARE

EuropeActive is the Data Controller for the personal information we process.

There are many ways you can contact us, including by email, phone and post. Our postal address is:

EuropeActive  
House of Sport  
Avenue des Arts / Kunstlaan 43,  
B-1040 Brussels, Belgium

T +32 (0) 2649 9044

## WHAT IS PERSONALISED DATA?

Personalised data means any information or pieces of information that could identify you either directly (e.g. your name) or indirectly.

## WHAT TYPE OF INFORMATION IS COLLECTED?

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- Your organisation has joined EuropeActive as a member
- You have joined EREPS as a member
- Your organisation has applied for EuropeActive Accreditation
- You have made an enquiry or information request to us.
- You have registered for, or have attended, an event.
- You subscribe to our e-newsletter.
- You have applied for a job or secondment with us.
- You are representing your organisation.
- You apply for a job vacancy
- You engage with us on social media
- Personal data has been supplied by business associates

Personal information collected may include:

- Name
- Postal address
- Email address
- Date of birth
- Gender
- Qualifications
- Curriculum vitae

### THE PURPOSE(S) OF PROCESSING YOUR PERSONAL DATA

EuropeActive collects and processes your personal data to:

- Contact you for marketing purposes including newsletters and press releases
- Provide you with access to our member services as a user of the websites
- Manage event registrations
- To monitor and improve our websites and services
- To respond to any enquiries you have made
- Research and analysis purposes

### WHO HAS ACCESS TO YOUR PERSONAL DATA

EuropeActive treats your personal data as strictly confidential and does not sell information to any third party.

Personal data is not shared with any third party other than for the purpose of membership services through the EuropeActive Knowledge Center operated by BlackBox Publishing.

Payment details are processed by a third-party provider who specialise in securely capturing and processing this type of information. This information is encrypted and is not stored by us on any of our systems or networks.

### **INTERNATIONAL TRANSFERS OF DATA**

EuropeActive servers are based in the USA. All servers, regardless of location, are GDPR compliant.

### **ANALYTICS AND COOKIES**

Through Google Analytics EuropeActive may collect information about your computer, including where available your IP address, operating system and browser type, for system administration and to gather aggregate information.

Our websites use cookies to distinguish you from other users of the Websites. This helps us to provide you with a good experience when you browse the Websites and also allows us to improve the Website.

To find out more about how we use cookies, please our Cookie Policy located on our websites.

### **STORAGE AND SECURITY OF YOUR INFORMATION**

Once we have received your information we will use strict and appropriate measures, procedures and security features to ensure the security of personal information.

### **HOW LONG DO WE STORE YOUR PERSONAL DATA?**

We retain personal information for as long as we reasonably require it for legal or business purposes. In determining data retention periods, EuropeActive takes into consideration national laws, contractual obligations, and the expectations and requirements of our members and suppliers. When we no longer need personal information, or when you request us to delete your information, where this is legal, we will securely delete or destroy it.

### **AUTOMATED DECISION MAKING**

EuropeActive do not use any form of automated decision making in our business.

### **LINKS TO OTHER WEBSITES**

EuropeActive websites may contain links to other third party websites. These third party websites will have their own privacy policies that will govern the use of any personal information. Your use of third-party websites is at your own risk and we do not accept any responsibility or liability for these policies or the privacy practices of such third party websites.

### **CHILDREN**

EuropeActive do not knowingly collect information from any person under the age of 16 unless supervised. If you are under the age of 16, you must not use the Websites or submit any personal data to us unless you have the consent of, and are supervised by, a parent or guardian.

### **YOUR RIGHTS**

We respect your right to access and control your information, and we will respond to requests for information and, where applicable, will correct, amend, or safely delete your personal information. We will make every effort to respond within 30 days of receipt of any request.

- **Access to Personal Information:** You have the right to request access to your personal data (commonly known as a “data subject access request”).
- **Object to processing:** of your personal data where we are relying on a legitimate interest (or those of a third party) and there is something about your particular situation which makes you want to object to processing on this ground as you feel it impacts on your fundamental rights and freedoms. You also have the right to object where we are processing your personal data for direct marketing purposes.
- **Request restriction of processing:** of your personal data. This enables you to ask us to suspend the processing of your personal data.
- **Request the transfer:** of your personal data to you or to a third party.
- **Correction of your data:** You have the right to request that we correct your personal information if it is inaccurate or requires updating.
- **Deletion of data:** you have the right to request that your personal data is permanently erased where it is no longer necessary for EuropeActive to store the data.
- **Withdrawal of consent:** you have a right to withdraw your consent at any time by informing us in writing, by email or by telephone.
- **Marketing preferences:** To opt out of email marketing, you can use the unsubscribe link found in the email communication you receive from us or let us know in writing, by email or by telephone.
- **Filing a complaint:** If you are not satisfied with how the Company manages your personal data, you have the right to make a complaint.

### HOW CAN YOU CONTACT US?

If you have questions about this Privacy Policy and/or our processing of your personal data, you can contact us using:

EuropeActive  
House of Sport  
Avenue des Arts / Kunstlaan 43,  
B-1040 Brussels, Belgium

T +32 (0) 2649 9044

Email: [gdpr@europeactive.eu](mailto:gdpr@europeactive.eu)

Please ensure to reference ‘GDPR’ in any contact.

### POLICY UPDATE

This policy is subject to review. Last updated May 2018.