Information requirements according to Art. 13 DSGVO when collecting personal data for preparation.

Implementation and follow-up of the *fireside chat* online event series of *Action against AIDS Germany*.

Action against AIDS Germany processes data of participants, honorary staff and interested parties for the preparation, implementation, and follow-up of this event.

Who is responsible for data processing?

Responsible for the processing of personal data is:

Action against AIDS Germany
Board
info@aids-kampagne.de
Rungestr. 19
10179 Berlin
Data Protection Officer: Sylvia Urban

urban@aids-kampagne.de

What personal data is processed?

We use the following data from you:

Name, first name, address, communication data (e-mail, telephone number, ...)

Name und address of the sending body (organisation) and professional position.

Photographs and film will be taken during the event.

What is the purpose of the processing?

The purpose of data processing is the preparation, implementation, and follow-up of the *fireside chat* event series. The purpose of the photo and film recordings is the documentation of the event and the public relations work of *Action against AIDS Germany*.

The processing of data may also include the forwarding of data to funding bodies and institutions for the purpose of applying for and settling grants that Action against AIDS Germany receives from these bodies and institutions.

The processing of your personal data is absolutely necessary for the organisation, implementation and follow-up of the event. The processing of your data for the settlement of grants is obligatory for Action against AIDS Germany.

If you do not wish to provide the required data, you will not be able to use the services of *Action against AIDS Germany*.

We will be happy to inform you about future events of *Action against AIDS Germany* if you wish. Please register for this at the appropriate place.

To whom is the data forwarded?

The data is forwarded internally to the relevant departments for organisational and administrative purposes.

The data or parts of the data will be forwarded externally to the speakers or honorary staff supervising or managing the event, accommodation facilities such as hotels or conference centres, IT service providers, telecommunications service providers, logistics service providers, tax companies, financial institutions and waste disposal companies.

The photo and video recordings will be published on social media and the internet.

For the purpose of accounting for grants by funding agencies and institutions, the data or parts of the data are forwarded to the corresponding granting agencies or institutions.

What is the legal basis?

In the case of the processing of personal data for the preparation, implementation and follow-up of events, the legal basis is Art. 6 para. 1 lit. b DSGVO. In the case of further processing, the processing is carried out in the exercise of our legitimate interests

according to Art. 6 para. 1 lit. f DSGVO. This also includes photography and filming of the event. The legal basis for processing for the purpose of applying for and settling grants for *Action against AIDS Germany* is Art. 6 (1) lit. c DSGVO. The legal basis for sending information and notices about other *Action against AIDS Alliance* events is your consent pursuant to Art. 6 para. 1 lit. a DSGVO.

How long will the data be stored?

We store personal data for as long as necessary to fulfil the purpose for which it was collected or as required by law.

What rights do you have?

You can exercise your rights against us by contacting us in one of the ways mentioned above.

Right to conformation

You have the right to obtain confirmation from the controller as to whether personal data concerning you are being processed.

Right to Information

You can request information free of charge about what data is stored about you.

Right of rectification

You may request the rectification of inaccurate personal data concerning you. Taking into account the purposes of the processing, you also have the right to request the completion of incomplete personal data, including by means of a supplementary declaration.

Right to erasure (“right to be forgotten“)

You can request that personal data concerning you be deleted immediately if this is permitted by law.

Right to restrict processing

You have the right to request that we restrict the processing of your personal data were permitted by law.

Right to portability

You have the right to receive the personal data concerning you in a structured, commonly used and machine-readable format and you have the right to transfer this data to another controller without hindrance from us as the controller to whom the personal data has been provided, provided that you have provided the data on the basis of consent or for the performance of a contract.

Right of objection

If we process data on the basis of our legitimate interests, you have the right to object to this processing on grounds relating to your particular situation.

Right to revoke a declaration of consent under data protection law

You have the right to revoke your consent at any time with effect for the future.

Right of appeal to the supervisory authority

You have the right to file a complaint with the supervisory authority. The supervisory authority responsible for us is the

Berliner Beauftragte für Datenschutz und Informationsfreiheit (“Berlin Commission for Data Protection and Freedom of Information“) Friedrichstr. 219, 10969 Berlin.