

Privacy Policy for Conference Participants

This Privacy Policy outlines how Secretariat of World Social Science Forum 2018 (“WSSF2018”) collects, uses and stores your personal data, and your rights in relation to the personal data we hold for WSSF 2018. If you have any questions about such matters, you can contact us at wssf2018@jimu.kyushu-u.ac.jp.

We encourage you to read this Privacy Policy carefully. If you do not wish for your personal data to be used by us as set out in this Privacy Policy, please do not provide us with your personal data. Please note that in such case, we may not be able to provide you with our conference service.

1. What personal information we will collect

The following personal data we collect from you:

- personal data including your name, date of birth and gender;
- personal data as on passport (passport number, date of issue, expiry date, date and place of birth);
- contact data including your home/work address, citizenship, email address, phone number and photo;
- data including your specific requests, preferences, feedback, and survey responses;
- information about your family as part of the application process; and
- information about your bank account.

2. How we collect your information

The personal data will collect from you directly or,

- when you request us any information to be sent to you;
- when you complete an online registration;
- when you request assistance with initiating visa application process;
- when you attend or register for an event such as conference, seminar, or exhibition;

- when you contact with us via our business partners; and
- when you request additional conference services such as transportation, accommodation and dining.

3. How we use your information

Receiving and processing your personal data, as mentioned above, for registration, is based on your consent and is exclusively used in application for conference.

We may further process your personal data because it is necessary for the performance of a contract with you or in order to take steps at your request prior to entering into a contract. For fulfilling this respect, we use your personal data for the following:

- to provide our conference service to you;
- to collect feedback from you after the conference;
- to retain your contact information to inform you about future conference and events;
- to administer financial documents, statements and receipts;
- to ensure participant's safety and security;
- to share your personal information with the conference hotel to organize your accommodation;
- to share your personal information with the travel agency to book your air ticket;
- to publish your personal information publicly on the printed conference guide, materials and/or the our website to give participants and the public a clear understanding of the conference content;
- to pay your daily allowance or scholarship to your bank account; and
- to process personal data for other purposes for which you provide it to us.

We may also process your personal data in relation to compliance with our legal obligations. For fulfilling this respect, we may use your personal data for the following:

- financial audits;

- compliance with our regulatory and legal obligation; and
- prevention and detection of crime.

Information such as health or religion may be considered “sensitive personal data” under the General Data Protection Regulation : GDPR. This personal data might include information necessary to arrange booking, to fulfill medical purposes, or to protect your or another person’s vital interests. We are only prepared to accept sensitive personal data on the condition that we have your explicit consent.

4. Your personal data will share with

Your personal data may be shared with public authorities, such as, Ministry of Education, Culture, Sports, Science and Technology, Ministry of Justice, or immigration for your visa application, International Science Council, Science Council of Japan, Japan Science and Technology Agency, etc. as part of our legal obligations.

If we want to use your personal information for a reason other than those purposes set out above, or transfer your personal data to other third parties, you will be notified, and asked for consent, if the data transfer process requires us to do so.

5. How long we keep your personal data

Personal data collected through the application process or directly by you is stored for a period of one (1) year following the conference or your personal data will be retained according to the legal requirements of the local authorities for maintaining your record.

6. Your rights in relation to the personal data we hold

Once your personal data has been collected, you have the right

- to request an access to your personal data that we hold;
- to rectify or erasure your personal data;
- to restrict or object to processing concerning your personal data;

- to ask for a copy of your personal data in a format that allows easy transfer (“data portability”); and
- to withdraw consent at any time, without affecting the lawfulness of processing based on consent before this withdrawal.

7. How we protect your personal data

We are striving to improve security measures to protect your personal data, formal information security policies that must be read and understood by all staffs, and personal data is only available to those members of staff who require access as part of their roles.

We work with JTB Kyushu MICE Center, a third-party data processor which established WSSF 2018 online registration system, has committed to full GDPR compliance.

For more information about how JTB Group may process your personal data please see the Privacy Policy of JTB Group:

<https://www.jtbcorp.jp/en/privacy>