

## Data protection declaration for 2nd HFSS 2025

This data protection information will inform you about the processing of your personal data that we collect from you in connection with your participation in the 2nd International Conference on Highly Flexible Slender Structures (hereinafter: event). Your personal data will be processed in compliance with the applicable data protection regulations.

Personal data, as defined by Article 4 (1) General Data Protection Regulation (GDPR) include all information related to an identified or identifiable natural person.

### 1. Name and contact information of the controller and corporate data protection officer

Controller within the meaning of Art. 4 (7) GDPR is:

Fraunhofer-Gesellschaft  
zur Förderung der angewandten Forschung e.V.

Hansastraße 27 c,  
80686 München, Germany

Email: info@zv.fraunhofer.de  
Telephone: +49 (0)89 1205- 0  
Fax: +49 (0)89 1205-7531

on behalf of its Fraunhofer Institute for Industrial Mathematics ITWM, Fraunhofer-Platz  
1, 67663 Kaiserslautern

Email: [info@itwm.fraunhofer.de](mailto:info@itwm.fraunhofer.de)  
Telephone: +49 631 31600-0  
Fax: +49 631 31600-1099

The corporate data protection officer at Fraunhofer may be reached at the above-mentioned address in Munich, c/o Data Protection Officer or at [datenschutz@zv.fraunhofer.de](mailto:datenschutz@zv.fraunhofer.de).

Please feel free to contact the data protection officer directly at any time with your questions concerning your data protection rights and/or your rights as data subject.

### 2. Personal data processing and purposes of data processing

#### a) Event registration

If you want to register for an event, we collect the following mandatory data:

- Access data (user name, password)
- Address data
- E-mail address

- Shopping cart data
- Billing information
- Information on submitted contributions
- Scheduling and spatial planning data (conference plan)
- Information on memberships
- Information on certificates (e.g. student certificate)

The purpose of processing the mandatory data is to identify you as event participant, to check the provided data for plausibility, to reserve a spot for your participation and to establish a contractual relationship with you.

We also require your data in order to prepare name badges and lists of participants for other participants, as applicable, and to supply you with event information before, during, and after the event. This is done to ensure optimal participation for you and to allow us to plan the event and ensure that it goes smoothly.

We need your payment information to process the participation fee:

Various payment options (e.g. invoice/bank transfer, credit card) are offered to process payments when participants register for an event. Sensitive payment information is not stored in the conference management system itself. For this purpose, specially certified payment service providers are used to process and store the data. The user is directed to the pages of the respective providers. Further information on data protection can be found on the websites of the respective service providers.

The following data is collected as part of payment processing:

- selected payment method
- Invoice amount
- Amounts paid
- Billing data

We process data at your request and for the purposes described by Art. 6 (1) lit. b GDPR to fulfill the obligations of the participation agreement and to execute precontractual provisions.

We will use your email address to inform you about similar events organized by us in the future only if you have expressly consented to this use of your email address or if we have informed you thereof separately when collecting your email address and have pointed out your right to object to this use at any time. To the extent that this use is not based on consent, the processing takes place on the basis of Art. 6 (1) lit. f GDPR. We have a legitimate interest in notifying our participants of other events also organized by us.

In the case of events for which a fee is charged, the personal data we collect for the event are, in principle, stored until the end of the standard limitation period of three years after the end of the year in which the event was held, and the data are erased after that. In the case of free events, we erase the personal data collected by us no later than six months after the event was held. Storage beyond the respective period stated takes place only if and to the extent that:

- we are obligated to store the data for a longer period pursuant to Art. 6 (1) lit. c GDPR based on statutory obligations of storage and documentation (especially Sec. 147 of the German Fiscal Code (AO)). In this case, the data are stored only to the extent required by the retention obligation.
- you have consented to storage beyond that pursuant to Art. 6 (1) lit. a GDPR.
- we use your email address, subject to the requirements set out in Sec. 7 (3) of the German Act Against Unfair Competition (UWG), to inform you of future events by email. In this case, we store your email address and your first and last names until you object to processing for this purpose.

### **Form provider**

To accept event registrations from our online visitors, we have commissioned the service provider Converia GmbH. The purpose of working with the service provider is the professional management of online registrations. This service requires storing the collected data on the servers of Converia in Germany.

We have entered into a data processing agreement with Converia. By signing this contract with us, Converia agrees to process the data on our behalf pursuant to the General Data Protection Regulation (GDPR) and to ensure that the rights of the data subjects are protected.

### **Optional AWR element (foreign trade laws)**

Moreover, as a research institution, we are subject to various requirements pursuant to foreign trade regulations (among them Council Regulation (EC) No 2580/2001). In order to properly comply with these statutory requirements, we use your first and last names along with your address and date of birth in order, among other things, to carry out sanction list screening. The processing is done pursuant to Art. 6 (1) lit. f GDPR. We have a legitimate interest in processing these data in this respect since otherwise, as the controller, we may be threatened with legal consequences.

#### **b) Photos and videos**

Photos and videos will be taken to document the event in pictures. Since you may be identified in these images, either directly or indirectly, they represent personal data.

The images will be used for news reporting directly associated with the event as well as for internal reporting at Fraunhofer.

Furthermore, the images will be published for the purpose of post-event reporting on our media platforms such as Facebook, Instagram or our website. This processing is required in particular to document and promote our event.

The legal basis for data processing is Art. 6 (1) lit. f GDPR. The purposes mentioned are legitimate interests within the meaning of the aforementioned provision.

The images will be stored for 3 years.

### **3. Forwarding data to third parties**

We do not transfer your personal data to third parties for purposes other than those mentioned below.

#### **a) For performance of the contract**

Your personal data will be passed on to third parties insofar as this is legally permissible and necessary, in accordance with Art. 6 (1) lit. b GDPR, for the fulfillment of contracts and agreements with you. This includes the professional administration of online registrations by the contracted service provider Converia GmbH. This service requires the storage of the collected data on Converia's servers in Germany for the purpose of planning and implementing the event and the transfer of payment data to our payment service provider Secupay or financial institutions to process the payment of participation fees. Third parties may only use the transmitted data for the above-mentioned purposes.

#### **b) For additional purposes**

Beyond the above, we disclose your personal data to third parties only if:

- you have given consent pursuant to Art. 6 (1) lit. a GDPR, or
- in the event that there is a legal requirement for disclosure pursuant to Art. 6 (1) lit. c GDPR.

### **4. Rights of the data subject**

You have the following rights:

- pursuant to Art. 7 (3) GDPR, to withdraw your consent at any time. This means that we may not continue the data processing based on this consent in the future;
- pursuant to Art. 15 GDPR, to obtain access to your personal data processed by us. In particular, you may request information about the purposes of the processing, the categories of personal data concerned, the categories of recipients to whom the personal data have been or will be disclosed, and the envisaged period for which the data will be stored. Moreover, you have the right to request rectification, erasure, or restriction of processing, to object to processing, the right to lodge a complaint, and to obtain information about the source of your data if they were not collected by us, as well as about the existence of automated decision-making, including profiling, and, if applicable, meaningful information about the logic involved;
- pursuant to Art. 16 GDPR, to obtain the rectification of inaccurate data or the completion of your personal data without undue delay;
- pursuant to Art. 17 GDPR, to obtain the erasure of personal data saved by us unless processing is necessary to exercise the right of freedom of expression and information, to comply with a legal obligation, for reasons of public interest, or to establish, exercise or defend legal claims;
- pursuant to Art. 18 GDPR, to obtain restriction of processing of your personal data if you contest the accuracy of the data, the processing is unlawful but you oppose the erasure of the personal data, or if we no longer need the personal data but you still require the

data for establishing, exercising or defending legal claims, or if you have filed an objection to the processing pursuant to Art. 21 GDPR;

- pursuant to Art. 20 GDPR, to receive your personal data that you have provided to us in a structured, commonly used and machine-readable format or to request the transmission of those data to another controller and
- pursuant to Art. 77 GDPR, the right to lodge a complaint with a supervisory authority. Generally, you may contact the supervisory authority of your habitual residence, place of work or the registered offices of our organization.

### **Right to object**

If your personal data is processed on the basis of legitimate interests pursuant to Art. 6 (1) lit. f GDPR, you have the right to object to the processing of your personal data pursuant to Art. 21 GDPR if reasons exist for doing so that are based on your special situation or if the objection relates to direct marketing. In the latter case, you have a general right to object, with which we will comply without you having to provide information about a special situation.

If you would like to assert your right to object, an email to [datenschutz@zv.fraunhofer.de](mailto:datenschutz@zv.fraunhofer.de) will suffice.

## **5. List of processors**

Converia GmbH  
Kaufstr. 2-4  
99423 Weimar

Type of processing:

- Hosting and operation of the Converia conference management software
- Maintenance and support
- Payment processing

Data protection information

In the area of card payments (direct debit/girocard/credit cards), we work together with secupay AG, Goethestraße 6, 01896 Pulsnitz .

In this context, in addition to the purchase amount and date, card data is also transmitted to the above-mentioned company.

All payment data and data on any chargebacks will only be stored for as long as they are required for payment processing (including the processing of possible chargebacks and debt collection) and to combat misuse. As a rule, the data is deleted no later than 13 months after it is collected.

In addition, further storage may take place if and as long as this is necessary to comply with a statutory retention period or to pursue a specific case of misuse. The legal basis for data processing is Art. 6 (1f) of the General Data Protection Regulation.