

Via Buffi 13
6900 Lugano
Switzerland

from MEM Administration
tel + 41 58 666 4950
fax + 41 58 666 4647
e-mail mem@usi.ch
web www.mem-summer summit.ch
date Lugano, 01.08.2018

MIDDLE EAST MEDITERRANEAN MEM SUMMER SUMMIT 2018 PERSONAL DATA POLICIES

PURPOSE

This Personal Data Policies section governs and informs about the manner in which USI collects, uses, maintains and discloses personal data and information, both in manual and digital form, received by MEM Summer Summit submitters and participants (each, a "Participant").

At the end of the section, we will ask for the explicit consensus of each Participant.

1. PERSONAL IDENTIFICATION INFORMATION

USI may collect personal identification information from Participants in a variety of ways connected to the organization of the MEM Summer Summit, including, but not limited to, when Participants visit our site, register on the site, fill out a form, send an email, and in connection with other activities, services, features or resources we make available.

USI does not store financial, health, government, or other kinds of more sensitive Participants information.

USI will collect and treat personal identification information, notably name, date of birth, address, gender, email, citizenship, identification documents, communicated by Participants only if they voluntarily submit such information to us and explicitly agree about our **Personal Data Policies**.

USI may collect and use Participants personal data, notably credit card number, bank account coordinates, to process payments. We do not share this information with outside parties except to the extent necessary to provide the service (see "Sharing your information: third parties policies").

2. NON-PERSONAL IDENTIFICATION INFORMATION

USI may collect non-personal identification information about Participants whenever they interact with USI/MEM Summer Summit 2018 website. Non-personal identification information may include the browser name, the type of computer and technical information about Participants means of connection to our Site, such as the operating system and the Internet service providers' utilized and other similar information.

USI websites related to MEM may use "cookies" to enhance Participants experience. Participant's web browser places cookies on their hard drive for record-keeping purposes and sometimes to track

information about them. Participants may choose to set their web browser to refuse cookies, or to alert you when cookies are being sent. If they do so, note that some parts of the Site may not function properly.

3. USE OF VIDEO OR PHOTOGRAPHIC IMAGES AND SHARE INFORMATION

MEM Summer Summit Seminar: photography and videotaping are restricted during the MEM Summer Summit Seminar 2018 courses and workshops. Participants bare the sole responsibility to the material they publish on social media during their participation to the MEM Summer Summit 2018.

MEM Summer Summit Forum: due to the high-profile nature of the MEM Summer Summit Forum 2018, accredited media presence is foreseen. Participation in the MEM Summer Summit Forum 2018 constitutes agreement by the Participant to USI's use of the Participant's image or voice in photographs, videotapes, websites, electronic reproductions, and audiotapes.

4. SHARING YOUR PERSONAL INFORMATION: THIRD PARTIES POLICIES

We do not sell, trade, or rent Participants personal data to others.

For organizational, security, accommodation, payments reasons, USI could transmits necessary personal data to third bodies, notably travel agencies, flight companies, hotels, transportations, federal and cantonal authorities, embassies.

Third parties such as, but not limited to, Google Analytics or Matomo, could collect and use information anonymously to understand how visitors interact with USI websites related to MEM. Access statistics are anonymised. It is not possible to trace the results of this analysis back to a specific IP address.

5. HOW WE PROTECT AND CONSERVE YOUR INFORMATION

We adopt appropriate data collection, storage and processing practices and security measures to protect against unauthorised access, alteration, disclosure or destruction of your personal information stored on our databases. Sensitive and private data exchange between the Site and its users happens over a SSL secured communication channel and is encrypted and protected with digital signatures.

Personal Data could be kept by USI for two years after the event to keep informed Participants about the possible organization of other summits or similar events.

Participants can ask at any time to USI the list of their data by email to: mem@usi.ch

6. YOUR ACCEPTANCE OF THESE PERSONAL DATA POLICIES

Participants can always refuse to supply personally identification information. In this case, the registration and the participation to MEM Summer Summit will not be completed and the Participants will not attend to the event.

Any data communicated to USI will be definitively deleted. In this case, refer to the section "Cancellation" on the main webpage: www.mem-summer summit.ch

In any case, the cancellation of your personal data may occur at any time upon your request by email to: mem@usi.ch. The cancellation before the MEM Summer Summit will interrupt the registration process and Participants will not attend the event.

7. CONTACTING US

If you have any questions about this Personal Data Policies, please contact MEM Administration at mem@usi.ch.

