

## Data Policy ERC - Attachment 3

### Information collected by the Controller for which interests

Version 23.05.2018

<b>Data type</b>	<b>Interest/purpose</b>	<b>Mandatory</b>
First/Middle/Last name	Uniquely identify persons	Y
Date of birth	Avoid double records To check if the Data Subject is a child	Y
Email address	Communication with users (Data Subjects) Unique identifier	For specific groups <sup>1</sup>
Country	Statistical purposes	Y
Gender	Statistical purposes	N
Avatar	To create participants overviews	N
Signature	To electronically sign participants certificates (CD only)	N
Title	To properly address in communication	Y <sup>2</sup>
Profession	Statistical purposes	N
Job title	Basic information about volunteers	N
User groups of which a member	To facilitate communication by third parties without disclosing personal information	Y <sup>3</sup>
Field of expertise	Statistical purposes Send specific (organisational) information	N
Mainly treating certain groups	Statistical purposes	N
Physical addresses (work/personal)	Delivery of goods	N
Languages	Presenting information in a familiar language	Y
Password	Login security	Y
Membership history	Statistical purposes Membership loyalty	Background
Courses history	Certificate justification User feedback and quality control on trainings	Background
Course appraisal results	Creation of Certificates  Statistical purposes	Y <sup>4</sup>
Certificates status	Certificate justification Delivery of certificates and recertification	Background
ERC Congress registrations	Congress communication Congress loyalty	Background
Registry of orders	Complete pending orders Provide an overview of past orders as a service to the customers	Background
Seat balance and history	Visualise your Seats managed by the Controller	Background

<sup>1</sup> Associate Gold Members, participants of Advanced or Instructor courses, Instructors and Instructor Candidates

<sup>2</sup> But can be neutral

<sup>3</sup> With possibility to unsubscribe

<sup>4</sup> If applicable (participants, Instructor Candidates or Course Director Candidates)

<b>Data type</b>	<b>Interest/purpose</b>	<b>Mandatory</b>
Course Survey data	Quality control of courses	N <sup>5</sup>
Role(s) in the ERC	Addressing specific groups Keep track of communication (in view of right of access by the Data Subject) To limit the number of recipients of personal data	Background

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<sup>5</sup> Additionally the Data Subject can choose his personal data not to be shared with those directly involved in the course (Course Centre, Course Director)