



INFORMATION ON DATA PROTECTION

The German version only is legally binding. The English version is for information only.

Weihenstephan-Triesdorf University of Applied Sciences (Am Hofgarten 4, 85354 Freising, wissenstransfer@hswt.de) is responsible for the collection of your personal data. Our external data protection officer is x-tention Informationstechnologie GmbH (Margot-Becke-Ring 37, 69124 Heidelberg, datenschutzbeauftragter.hswt@x-tention.com). If you have any questions about data protection or wish to assert your rights as a data subject, please use the contact details provided. You can reach our internal data protection coordinator at datenschutz@hswt.de.

The primary purpose of data processing through the use of the Eveeno event management platform is the efficient organisation and administration of events at the university. This includes the following aspects:

- Registration management: recording and processing registrations for internal and public events to ensure smooth participant management.
- Communication: Sending information and updates on events, such as changes to the timetable, event details or follow-up materials.

This data is processed with the aim of providing participants with a smooth and informative event experience while at the same time making the university's administrative processes more efficient. The use of Eveeno makes it possible to achieve these goals in an integrated and user-friendly environment. The use of the Eveeno event management platform serves the university's legitimate interest in the efficient and effective organisation and administration of events (Art. 6 (1) (f) GDPR). This includes the simplification of registration processes, improved communication with participants and the ability to organise events in a way that meets the needs of the university and participants. The use of Eveeno thus contributes to increasing the quality and accessibility of the university's events and supports the goal of creating a comprehensive and user-friendly experience for all participants.

Photographs and films may be taken during our events. These recordings may be used in various media and formats for reporting purposes, public relations work and to promote future events. This includes, but is not limited to, publication in print media, on our website, in social networks or in other publications. By giving your consent below, you allow us to use the photographs and film recordings made of you during the event for the above-mentioned purposes. This consent is voluntary and can be revoked at any time for the future. Withdrawal will result in the use of

your recordings being discontinued for the future from the time of withdrawal. This does not affect any publications already made.

Your personal data will be stored for the duration of the statutory retention periods, which may vary depending on the type of event. For chargeable events, we comply with the retention obligations under tax law, which stipulate that certain documents must be stored for up to 10 years after the end of the calendar year in which the booking was made. In the case of free events, we only store your data for as long as is necessary for the respective processing purposes, but for a maximum of one year after the event, unless statutory retention periods or legal claims require longer storage.

Your personal data may be passed on to the following categories of recipients:

- Service providers and partners who assist us with event organisation and management, including but not limited to event management software providers (such as Eveeno), payment processing services and attendee management services.
- Authorities and public bodies to the extent required by law or to fulfil legal obligations.
- Internal university departments involved in the planning, realisation and follow-up of events, such as event management, the finance department and the public relations department.

If you consent to photos being taken during the event, these images will be passed on to the following categories of recipients:

- Media companies for reporting on our events
- Publication on our website
- Social media platforms (Instagram, Facebook)

Your personal data will only be transferred to third countries outside the European Union (EU) or the European Economic Area (EEA) if this is necessary for the organisation of the events, for example if the event management software used uses servers in a third country or if photos of the event are published on social media. In such cases, we ensure that appropriate protective measures are taken in accordance with the requirements of the GDPR to ensure a high level of protection of your data. This can be done, for example, by using standard contractual clauses of the European Commission or by transferring data to countries for which the European Commission has issued an adequacy decision.

Further information on data protection and, in particular, information on your rights can be found at: <https://www.hswt.de/datenschutz>