Privacy policy

This privacy policy will explain how VAC4EU uses the personal data we collect from you.

VAC4EU collects the following data:

• Personal identification information (Name, email address, phone number, etc.),
• Expertise in specific areas
• Roles you want to play in certain studies
• Declarations of interest for specific studies
• Curricula Vitae

How do we collect your data?

You directly provide the VAC4EU Secretariat with the data we collect. We collect these data and process it when you:

• Register as a member
• Sign up for the services (e.g. Sharepoint, Task management system, anDREa)
• Want to participate in a study
• Vote
• Voluntarily complete a survey or provide feedback on any of our message boards or via email.
• Use or view our website via your browser’s cookies.

How will we use your data?

VAC4EU collects your data so that we can:

• Manage your accounts for the services we supply
• Email you with requests to participate in studies and the roles you want to play
• Invite you for voting or participation in work groups
• Inform you about the organization

If you agree, VAC4EU will share your data with VAC4EU member organizations and service providing companies so that they may reach out to you related to services specifically for VAC4EU. These include:

• Vital Transformation
• BBMRI-ERIC
• CFG accounting
When VAC4EU processes your order, it may send your data to, and also use the resulting information from, credit reference agencies to prevent fraudulent purchases.

**How do we store your data?**

The VAC4EU Secretariat securely stores your data at Universitair Medisch Centrum Utrecht, Heidelberglaan 100, Utrecht, The Netherlands in line with requirements posed by the GDPR. VAC4EU will keep your data for the duration of your membership and for 10 years after the ending of a study. Once this time period has expired, we will delete your data.

**What are your data protection rights?**

VAC4EU would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

- **The right to access** – You have the right to request VAC4EU for copies of your personal data. We may charge you a small fee for this service.

- **The right to rectification** – You have the right to request that VAC4EU correct any information you believe is inaccurate. You also have the right to request VAC4EU to complete the information you believe is incomplete.

- **The right to erasure** – You have the right to request that VAC4EU erase your personal data, if you are not a member anymore. We cannot erase personal data related to studies that have not passed the required archive time.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email:

**Or write to us:** secretariat@vac4eu.org

**Changes to our privacy policy**

VAC4EU keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on 14 May 2020.