

# **PRIVACY POLICY**

## The new IFATS Privacy Policy became effective on May 1, 2018.

We wrote this policy to help you understand what information we collect, how we use it and what choices you have.

We collect information in a few different ways:

#### 1. When you give it to us or give us permission to obtain it

When you join IFATS as a member, pay dues, or attend any of our meetings, you give us your information voluntarily. This may include your name, work address, home address, email address, phone numbers (work, fax, cell, home), profile photo, date of birth and payment information.

If you link your Facebook or Google account or accounts from other third-party services to IFATS, we may also get information from those accounts. The information we obtain from those services depends on your own settings and their privacy policies, so please be sure you understand them clearly.

# 2. We also get technical information when you use the IFATS website, IFATS Congress website, online registration program, abstract submission program or when surveys are sent to you.

Whenever you use any website, mobile application or other internet service, certain information is created and logged automatically. The same is true when you use IFATS sites.

Here are some of the types of information we collect:

- Log data. When you use IFATS websites, our servers record information ("log data"), including information that your browser automatically sends whenever you visit a website, or that your mobile app automatically sends when you're using it. This log data includes your Internet Protocol (IP) address, the address of and activity on websites you visit that incorporate IFATS features.
- **Cookie data.** We also use "cookies" (small text files sent by your computer each time you visit our website, unique to your IFATS account or your browser) or similar technologies to capture log data. When we use cookies or other similar technologies, we use session cookies (that last until you close your browser) or persistent cookies (that last until you or your browser delete them). Some of the cookies we use are associated with your IFATS account (including information about you, such as the email address you gave us) and other cookies are not.
- **Device information.** In addition to log data, we collect information about the device you use to access the IFATS websites, including type of device, operating system, settings,

unique device identifiers and crash data that helps us understand when something breaks. Whether we collect some or all of this information often depends on what type of device you are using and its settings. For example, different types of information are available depending on whether you use a Mac or a PC, or an iPhone or Android phone. To learn more about what information your device makes available to us, please also check the policies of your device manufacturer or software provider.

# Technical Information We Collect When You Use Our Information Tools

- Usage data and preferences
  - Sign-up data
  - Authentication detail
  - Login history
- Session log Actions taken during a session
- Device specific information (device type and identifiers; events, such as crashes)
- Account profile information
- Cookies associated with your account
  - Verifying your login credentials
  - Pages you view and actions taken on sites or with browsers incorporating IFATS information

#### What we do with the info we collect:

- We use the information we collect to provide IFATS services to you. We commit to showing you content that's relevant, interesting and personal to you. In order to do that, it is necessary for us to use your information to:
  - Identify you when you use the IFATS websites, and process your transactions for registrations or dues payments.
  - Respond to your questions or comments.
- We also have a legitimate interest to improve the IFATS website, maintain our relationship with you, and protect users. We both benefit when we use your information to:
  - Help your patients, colleagues and contacts find you on the IFATS website, if you
    agree to this.
  - Conduct analytics on who is using the IFATS websites and what they are doing.
  - Improve IFATS websites and offer new features.
- In addition to the specific circumstances above, we'll only use your information with your consent to send you IFATS informational materials by mail and email depending on your account or operating system settings.

#### Each time we send you an informational email, we give you the option to unsubscribe.

#### Transferring your information:

IFATS is an international organization. By using the IFATS websites, you authorize us to transfer and store your information outside your home country for the purposes described in this policy. The privacy protections and the rights of authorities to access your information in these countries may not be the same as in your home country.

## Choices you have about your info:

Our goal is to give you simple and meaningful choices regarding your information. If you are an IFATS member, or applying for membership, many of the choices you have with IFATS are built directly into the IFATS website or your settings. For example, you can:

- Edit information posted on the website by contacting the Executive Office at any time, decide whether your profile is available on the IFATS website, or choose whether others can find you using your email address.
- Withdraw your IFATS membership at any time. When you do this, we will remove your information from the IFATS website.

You also have choices available to you through the device or software you use to access the IFATS website. For example:

- The browser you use lets you control cookies or other types of local data storage.
- Your mobile device lets you choose how and whether your location, photos, advertising identifiers and other data is shared with us.

To learn more about these choices, please see the information provided by your device or software provider.

#### How and when we share information:

- Anyone can see your information on the IFATS website name, address, phone number, email address, and photo, if you provided it to us. Some of the ways we use your information requires us to share information with third parties, so we can provide you with an exceptional IFATS experience, make sure our customization is effective and that it complies with laws that apply to us. We share your information with:
  - Other services (like Facebook or Google) when you decide to link your IFATS account to those services or publish your activity on Facebook.
  - Online advertisers and third-party companies that we or they use to audit or improve the delivery and performance of ads or content on website and meeting apps (for example, through Google Analytics). This includes what website pages you visited and whether or how you engaged with those pages, or other information about your activity on the IFATS website.
  - Third party companies or individuals that we employ to process information on our behalf based on our instructions and in compliance with this Privacy Policy. For example, we share payment card information with the payment companies (banks and credit card processors) that we use to store your payment information. We also share data with security consultants to help us get better at identifying spam. Some information we acquire may be collected by third party providers on our behalf.

#### How long we keep your information:

• We keep your information for five years after your membership lapses or after the last annual meeting that you attend.

#### Your options:

You have options in relation to the information that we have about you described below. To exercise these options, please contact us. You can:

- Have your information corrected or deleted. You can update your information by contacting us.
- Object to us processing your information. You can ask us to stop using your information, including when we use your information to send you informational emails. We only send you informational material if you've agreed to it, but if you would prefer that we stop, you can easily unsubscribe at any time.
- Complain to a regulator. If you're based in the EEA and think that we haven't complied with data protection laws, you have a right to lodge a complaint with the <u>Data Protection Commission</u> or with your local supervisory authority.

#### **Contacting Us**

If you have any questions regarding this privacy policy, the best way to contact us is:

Tel 1-603-643-2325

Email IFATS@conmx.net

Mail IFATS Executive Office 45 Lyme Road, Suite 304 Hanover, NH 03755, USA

The IFATS Executive Office is responsible for protecting your information.