

**15th International Breastfeeding and Lactation Symposium, Lisbon - Portugal
26 – 27 March 2020**

Terms & Conditions and Data Protection Notice

TERMS & CONDITIONS

1. YOUR REGISTRATION

Pursuant to our Code of Conduct and related policies, and as part of our strong commitment to the independence of the healthcare profession, any expenses we assume in connection with the Symposium are subject to strict limitations.

As a part of the Symposium, we will provide reasonable meals and beverages during the event.

By submitting this registration, you confirm that your attendance does not violate any internal compliance guidelines set by your employer. In addition, you confirm that, to the best of your knowledge, this invitation is in no way linked to or conditional on any procurement, therapy, recommendation or prescribing decisions made by you or your employer.

2. CANCELLATION

In the event that you cancel your booking, cancellation fees will be charged as detailed below:

- Until 31 January 2020 50%
- As from 1 February 2020, 100%

All cancellations must be notified to us in writing; you will receive a written acknowledgement.

3. DATA PROTECTION

Your personal data will be processed in accordance with the Data Protection Notice below, for compliance purposes and to invite you to future events. Your personal data may be stored outside Switzerland and the EU/EEA that do not provide the same level of data protection as in your country of residence. You should not complete this Registration if you do not agree with the described collection, processing and use of your personal data.

DATA PROTECTION NOTICE

1. Contact details of the joint-controllers

Medela AG and the local Medela group affiliates (hereinafter referred to as "Medela"):
Lättichstrasse 4b
6340 Baar
Switzerland
data.privacy@medela.ch

2. Purpose of processing your personal data

Handling Your Registration/Participation

The personal data provided in this Registration Form will be stored and processed for the purposes of handling your registration and participation in the event for which you have registered by Medela AG (as the responsible group parent which centrally organizes, administers and/or oversees the event) and the local Medela group affiliates responsible for handling your customer relationship on local level (collectively "We").

Monitoring and demonstrating compliance

Medela may further store and process your personal data to the extent necessary to monitor and demonstrate compliance with applicable legal requirements and regulations, including in connection with investigations and/or disclosure requests from public authorities.

Information about future events

In addition, Medela may use the personal data provided by you in this Registration Form to inform you by email, fax or post about any future similar events organized by Medela that may be of interest and relevance to you.

You can object to any such communications at any time, at no cost to you other than for the transmission of your request, by contacting us at the contact details set out above. In relation to email correspondence from us, you can further opt-out by clicking on the opt-out link at the bottom of the email communication.

Using photographs, audio and video recordings of you for internal and external marketing and communication purposes

Moreover, during the event photographs and/or video and audio recordings containing your image may be taken. Medela may use these photographs, audio and video recordings for internal and external marketing and communication purposes in connection with this event or any future similar event, in print and digital media formats, including but not limited to print publications, websites, e-marketing, film, and social media.

Your personal data will not be used for any other purposes.

3. Type of personal data

- Personal details (salutation, name, surname)
- Contact details (email, phone, country)
- Professional details (company name, address, country, title)
- Travel and accommodation details (visa confirmation, passport details, arrival-/departure date, dietary restrictions)
- Photographs, audio and video recordings containing your image

4. Legal ground for processing your personal data

Processing of your personal data for the event registration and participation purposes is based on the performance of the contract. In addition, Medela will process your personal data to comply with legal obligations. To inform you about future events and to use your photographs and video/audio recordings

we rely on our legitimate interest, except where such interests are overridden by your data protection interests or fundamental rights and freedoms.

5. Recipient or categories of recipients

For the purposes described above, Medela has engaged the service providers (Premium Conferences GmbH, Rebhaldenstrasse 11, 8173 Neerach, Switzerland and evenito AG, Limmatquai 122, 8001 Zürich, Switzerland) who process your personal data on our behalf and in accordance with our instructions. Medela has entered into agreements with these service providers to ensure appropriate safeguards for your personal data. The service providers may not share your personal data with unauthorised third parties or use your personal data other than as instructed.

Medela may further share your personal data with third parties, where necessary to handle your registration/participation (e.g. with travel agencies, transport service providers, railway, airline and/or hotel operators, or other partners involved in the planning and organization of the event, or with public authorities, in the case of investigations/compelled disclosure requests. While these service providers may be located in a country which may not provide for the same level of data protection as considered adequate in your country of residence, in particular in Switzerland and the EU/EEA, we have taken the necessary measures to ensure your personal data is appropriately protected when being transferred outside of Switzerland and/or the EU/EEA.

In order to comply with applicable transparency requirements, we may further be required to disclose any payments or other benefits granted to you in the connection with your participation in the event. Medela will make any such disclosure, which may include the sharing of certain of your information with competent authorities and/or the publication of such information, including on publicly available websites, in compliance with applicable local law, and Medela will provide further information and/or obtain your consent where legally required.

6. Location and duration of storage of your personal data

Your personal data will be stored on servers of Evenito AG in Switzerland and on servers of Medela in Switzerland. We will store your personal data only for as long as necessary for the above-mentioned purposes, and delete the data thereafter in accordance with applicable law requirements, unless to the extent a longer storage is required to comply with applicable data retention obligations.

Data transfer to a non-Swiss/EU/EEA jurisdiction

Some Medela group affiliates and service providers are located in countries outside Switzerland and the EU/EEA that do not provide the same level of data protection as in your country of residence. Medela ensures that all necessary measures are taken to protect your personal data in accordance with applicable requirements.

7. Your rights and how to contact us

You have the right, in accordance with applicable data protection law, to request information as to what data Medela holds about you (right of information) and to obtain access to those personal data (right of access), obtain the rectification of inaccurate data or, taking into account the purposes of the processing, request the completion of incomplete data (right to rectification), and, where certain requirements are met, obtain the erasure of personal data (right to erasure), obtain the restriction of processing (right to restriction of processing), receive and transmit to another controller the personal data which you provided to us (right to data portability), and object to the processing of your personal data on grounds relating to your particular situation (right to object).

Please note that the above mentioned privacy rights cannot be guaranteed if there are exceptions by law or any regulations which do not allow us to process your requests on privacy rights.

In case of any questions about the collection, processing and/or use of your personal data or to exercise your privacy rights, please send your request to the following address (Medela AG, Data Protection Officer, Lättichstrasse 4b, 6340 Baar, Switzerland) or send an e-mail to data.privacy@medela.ch.

In addition, please note that you have the right to submit a complaint with your local data protection supervisory authority (in Switzerland: Eidgenössischer Datenschutz- und Öffentlichkeitsbeauftragter EDÖB).