

# EXADEL

## Events Privacy Notice

This Privacy Notice describes the EXADEL's policies and practices regarding its collection and use of your personal data and sets forth your privacy rights. We recognize that information privacy is an ongoing responsibility, and so we will from time to time update this Privacy Notice as we undertake new personal data practices or adopt new privacy policies.

If you have questions about this Privacy Notice or EXADEL's data handling practices, please contact: [privacy@exadel.com](mailto:privacy@exadel.com).

For the purposes of this Privacy Notice, "Personal Data" means any information relating to an identified or identifiable natural person, as defined under applicable data protection laws. An identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier, or to one or more factors specific to that person's physical, physiological, genetic, mental, economic, cultural, or social identity.

### **Data Controller:**

#### **EXADEL, Inc.**

Registered legal address: 1209 Orange Street, Wilmington, DE 19801

Business Address: 101 E Kennedy Blvd, Suite 2320, Tampa, FL 33602

### **Representative in the EU (for non-EU controllers):**

#### **Exadel Poland sp. z o.o.**

Emilii Plater 28, 00-688 Warsaw, Poland

## **2. Contact details of the Data Protection Officer (DPO)**

Email: [privacy@exadel.com](mailto:privacy@exadel.com)

## **3. Categories of Personal Data processed**

### **3.1. Live events**

The EXADEL hosts many live, in-person events throughout the year.

If you register for one of our events and you are a member of Exadel Community, we will access the information in your member account to provide you with information and services associated with the event. You may be asked to provide more information when signing up for an event than is found in your EXADEL profile (e.g. whether it's your first EXADEL event, your meal preferences, and some information about your title and industry).

If you are not a member of Exadel Community and you sign up for one of our events, we will collect the following information: name, email, company, title, industry, address, phone number, whether it's your first EXADEL event, and your meal preferences.

EXADEL uses the information provided by event attendees to provide them with event services, including badge printing tailoring sessions to meet the audience profile and to determine the sessions likely to require the biggest rooms, and related purposes connected with the event. We also use the information for billing purposes, as some attendees do not pay at the time of registration. After the event, EXADEL de-identifies the information collected from attendees and uses de-identified information to review outcomes of past events and plan for future events.

If you are a presenter at one of our events, we will collect information about you including your name, employer and contact information, and photograph, and we may also collect information provided by event attendees who evaluated your performance as a presenter. We may also make and store a recording of your voice and likeness in certain instances.

We keep a record of your participation in EXADEL events as an attendee or presenter. This information may be used to provide you with membership and certification services or to tell you about other events and publications. It may also be used to help the EXADEL understand our members’ needs and interests to better tailor our products and services to meet your needs.

When you register for a live event, you will have an opportunity to opt-in to be listed in an attendee list. This list is shared with event sponsors/exhibitors as well as other attendees. You will also have the opportunity to opt-in to receive advertising by mail from our event sponsors/exhibitors. In that case, the EXADEL would engage a third-party mailing house and would not share your mailing address directly with the sponsor/exhibitor.

Personal data categories	Purpose	Lawful Basis
Name, surname, contact information (email, phone number, etc.), payment information	Event participant registration and event management	Contractual necessity  (GDPR Article 6(1)(b))
Professional biographical information; professional activities information; meal preference	Ensure event subject matter and content is relevant to attendee needs; ensure adequate food and dietary provisions; badge printing; determining which sessions require larger rooms; providing attendees with information and services associated with the event	EXADEL’s legitimate interest  (GDPR Article 6(1)(f))

**3.2. Web conferences and workshops**

The EXADEL offers several web conferences and workshops throughout the year. Many of them are free to EXADEL members, while non-members are charged a fee. EXADEL also offers web conferences and workshops that are co-sponsored by the EXADEL and its corporate partners and these conferences are free to everyone because of the co-sponsor’s underwriting. This means that when you register for a co-sponsored, live web conference, you will be providing your registration information to both the EXADEL and the applicable co-sponsor. All EXADEL web conference co-sponsors must agree to follow applicable privacy and data protection laws. Recorded web conferences may be accessed without

providing information to the co-sponsor.

Personal data categories	Purpose	Lawful Basis
Name and contact information	Access to web conference	Contractual necessity (GDPR Article 6(1)(b))
Name and contract information	Direct marketing	EXADEL's legitimate interest (GDPR Article 6(1)(f))

#### 4. Source of Personal Data

We obtain your personal data from the following sources:

- Directly from you,
- From publicly available sources.

An explicit consent will be required to collect the following personal data:

- Dietary requirements and/or access requirements,
- The publication of your personal data contained in minutes, reports, powerpoint presentations or relevant documentation used during meetings on a publicly available website or printed to illustrate communication material, photo albums and/or videos,
- The processing of your personal data for inviting you to future events the data controller may organise or for managing your subscription to a newsletter of the data controller.

#### 5. How long do we keep your personal data?

The Data Controller only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing. For each of the categories of personal data that is processed, please find below the retention details and the reference to the relevant record of processing:

- All personal data related to the organisation and management of the event (this includes the information given during the registration, before, during or after the event) will be deleted two years after the last action in relation to the event.
- Sensitive personal data relating to dietary and/or access requirements will be deleted as soon as they are no longer necessary for the purpose for which they have been collected in the framework of the event but no later than within 1 month after the end of the event.
- Recordings from the web-streamed event will be kept for 2 years before being deleted
- In case of audio-visual recording of the event, the recordings will be kept for 2 years after the event before being deleted.
- In case of individual and/or group photographs or videos of the event, the recordings will be kept for 2 years after the event before being deleted.
- Personal data could be shared with the sub-controller for future mailing purposes (e.g., for receiving newsletters or invitations to similar events).
- Selected service providers for organisational purposes (such as caterers, travel agents or event management organisations) are contractually bound to process personal data on behalf of and in line with the instructions of the data controller, keep confidential any data they process and protect it from unauthorised access, use and retention.

## 6. Recipients of the Personal Data

We may share your data with:

### Within Exadel Group:

- Internal departments
- Service providers and data processors

### Outside Exadel Group:

- Public authorities (if legally required)
- Group companies (if applicable)
- Other: [specify]

All recipients are bound by contractual or legal obligations to protect your data.

## 7. International data transfers

We may transfer your personal data to countries outside the European Economic Area (EEA). When we do, we ensure appropriate safeguards such as:

- Adequacy decision by the European Commission
- Standard Contractual Clauses (SCCs)
- Binding Corporate Rules (BCRs)

You can request a copy of the safeguards by contacting us at [DPO/contact details].

## 8. Your Rights Under the Privacy Protection Law

You have the following rights:

- **Right of access** – to obtain a copy of your data
- **Right to rectification** – to correct inaccurate data
- **Right to erasure** – to have your data deleted ("right to be forgotten")
- **Right to restriction of processing** – to limit how we use your data
- **Right to data portability** – to receive your data in a structured format
- **Right to object** – to processing based on legitimate interests or direct marketing
- **Right to withdraw consent** – where processing is based on consent
- **Right to lodge a complaint** with a supervisory authority ([Insert national DPA or EDPB link])

If you wish to exercise your rights, please use the contact form available on our [website](#).

## 9. Obligation to provide data

Providing your data is:

- Mandatory to enter into a contract or comply with legal obligations

Voluntary, but certain features may not be available otherwise

#### **10. Automated decision-making and profiling**

We do **not** use automated decision-making, including profiling

#### **11. Updates to this Privacy Notice**

We may update this notice from time to time.

Last updated: 12 February, 2026

You will be informed of significant changes where required.