

Declaration of Data Protection
of the registered association “MUNOL e.V.” and the MUNOL conference

The following data protection regulations apply to the participation in a MUNOL conference:

Extent of the collection, processing and use of personal data

Personal data of all the participants (gender, Christian name, family name, date of birth, residence, diet (eating habits), medical background (e.g. allergies), email address, phone number, school and passport photograph) are recorded and stored for one year.

They are solely used by the organization team, which was elected in accordance with the statute of the MUNOL association (e.V.), and for organizational purposes directly relating to the conference.

In the run-up to and during the conference the recorded data (names and email addresses) are used to print lists of participants as well as name badges. The indication of the date of birth is necessary in order to observe the restrictions for the protection of minors during evening events in order to comply with the German **Protection of Young Persons Act**.

Data concerning eating habits and allergies (for the catering service and housing families) only serve the well-being of the participants in the MUNOL conference.

After the conference the data are stored with the sole purpose of handing out a certificate of attendance to the participant if he/she or his/her guardian/teacher should request one.

Disclosure of personal data to third parties

Generally, there is no disclosure of personal data to third parties with the following exceptions:

- If a participant is allowed to lodge with a private person/family (i.e. housing), the respective data including medical information are given exclusively to the housing party.
- The organizing team of the MUNOL conference hands the contact data (names, email addresses) to the chairs of the committees and councils simulated during MUNOL which the participants were allotted to. The chairs are obliged to refrain from communicating the data to any third party.

Consent to the collection, processing and use of personal data (§ 4 BDSG)

Each participant gives his/her consent for the collection, processing and use of personal data by handing in a personally signed statement of consent together with his/her enrollment to the conference. If the participant is a minor his legal guardian(s) has/have to sign the statement of consent as well.

Consent to the publication and the display of images (§ 22 KunstUrhG)

In accordance with the German law regulating art and copyright questions (§ 22 KunstUrhG), each participant is asked to give his/her consent to the publication and the display of images, in which he/she is pictured.

Pictures or sound recordings of the participants can under certain circumstances be published on the website www.munol.org, on social media platforms or in the MUNOL magazine.

Despite the fact that consent has not been given, photos, which publication according to section 23 sub-section 1 of the German law regulating art and copyright questions (§ 23 I

KunstUrhG) do not require personal consent, can nonetheless be published in the media mentioned above.

If a participant desires the cancellation of a published photo, we recommend immediate contact with the organizing team (possibly the webmaster of the website). This concerns both cases, in which prior consent was given as well as those, in which no consent was given.

The passport photos handed in during registration are exclusively used for the making of the conference badges.

Right of access and revocation

Each participant has the right to request information about the data stored about him/her. This information will be forwarded by the MUNOL organizing team, which was elected in accordance with the statute of the MUNOL association (e.V.). The consent to the collection, processing and use of personal data given by the participants can be withdrawn at any time without indication of reasons. This also applies to the consent to the publication and to the display of photographs.

Accessing the data (final definition according to §10 of BDSG)

The collected data are processed automatically for organizational reasons and for the implementation of the conference.

Signed by the board of the MUNOL association
January 2017