

## Privacy Notice

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**Dear Member,**

ICC Sweden is a business membership organization and we therefore, collect data about our members and their affiliates. As an ICC Sweden member, you benefit from receiving business-related information, e.g. newsletters, invitations to events, training programs and seminars. We would like to continue sending these types of information to you, and hope you are interested in continuing to receive them.

In light of the new [EU General Data Protection Regulation 2016/679 \(GDPR\)](#), which will take effect on 25 May 2018, we would like to provide you with certain information about the data we process in order to send information to you.

### **The types of data we collect**

We collect certain personal data about you. “Personal data” are data that can be used to identify you or that we can otherwise link to you.

ICC Sweden collects and saves personal data of members, when, for example, members communicate with us via email or other channels, when members sign up for or ask us to send them newsletters, alerts, or other materials; and when members sign up for an event, training program, and seminar. The data we collect includes our member’s name, job title, their business affiliations, their business telephone numbers, their business postal address and e-mail address. We may also store media items, such as photos from seminars and events.

In some cases, a member’s personal data have been supplemented by information retrieved from other sources, including searches via publicly available search engines, sector-specific newsletters, social media and your employer’s website. This is done for the purpose of confirming your current professional position.

### **How we use the data we collect and store**

ICC Sweden uses the personal data, which it collected for communication purposes, so as to:

- maintain ICC Sweden’s list of contacts
- send members newsletters
- send members invitations to events, training programs and seminars.

Furthermore, our committee members are also highlighted on our ICC Sweden website under each committee where their names and business affiliations are shown.

ICC Sweden does not sell, hire out, distribute or otherwise make personal data available to any third party.

### **How we may share the data we collect; international transfers**

Only individuals, who need to process personal data for the purposes mentioned above have access to the personal data of our members. This includes the staff of ICC Sweden, as well as interns and IT-assistance personnel. Should an ICC Sweden member also be a Commission member, that member's name, job title, business affiliation, business email address is also shared with ICC Head office, which may send certain communications and invitations directly to our members.

### **How long we will keep your personal data**

Your personal data will be saved for the specified purposes mentioned above for as long as your affiliated business is a member of ICC Sweden and you are an employee of that business.

### **Your choices and rights**

We welcome your inquiries and comments. You have the right to know what personal data we process about you and may request a copy. You can also object to certain personal data about you being processed and request that processing of your personal data be limited.

### **How to contact us**

If you have any questions about how we process your personal data, please feel free to contact us at [info@icc.se](mailto:info@icc.se).