

Klifovet AG attaches great importance to the protection of privacy. We respect the legal data protection regulations. Our general information on data protection as well as information on the use of personal data when visiting our website can be found at <https://www.klifovet.de/klifovet-cro-germany-datenschutz.asp> in German and English.

Below we would like to give you additional data protection information when participating in a KLIFOVET webinar via " ZOOM".

To conduct the webinar, Klifovet uses "Zoom". "Zoom" is a service of Zoom Video Communications, Inc., which is based in the USA.

Klifovet AG is responsible for data processing directly related to the webinar. It is not mandatory to visit the website of "Zoom" to participate in the webinar. You can participate via browser by using the participation link sent to you.

Note: If you access the "Zoom" website to download software for the use of "Zoom", the provider of "Zoom" is responsible for data processing. This also applies to the use of "Zoom" by means of the "Zoom" app, in which the respective meeting ID and, if necessary, further access data for the meeting are entered directly.

In order to be able to conduct the webinar technically, various types of data are processed when using "Zoom". The extent of the data also depends on the data you provide for participation in the webinar.

The following personal data are subject to processing when participating in a Webinar via "Zoom":

- To participate in a "webinar" you do not need to provide any personal information.
- Meeting metadata: Subject, description (optional), participant IP addresses, device/hardware information, date, time and duration of the connection.
- When you dial in with the phone: Information on incoming and outgoing call numbers, country name, start and end time. If necessary, further connection data such as the IP address of the device can be saved.
- Text data: In a webinar, the questions asked by webinar participants may also be processed for recording and follow-up purposes. In this respect, the text entries you have made will be processed in order to record them and answer them during the webinar. You have the possibility to enter your questions anonymously.
- By default, both video and audio are muted for all participants; no image or sound recordings of the participants are processed.

Klifovet wishes to inform you that webinars may be recorded for quality control and internal purposes. If a webinar is being recorded, you will be notified at the beginning of the webinar and it is also shown in "Zoom". This recording includes the content of the webinar and the metadata (see above). By participating in the webinar, you agree to this processing. Text contents of the question/answer tool are not visible in the frame of this recording, but will be read out and answered at the end of the presentation. This part will be recorded together with the webinar presentation.

Personal data which is processed in connection with participation in the "webinar" will not be passed on to third parties.

Other recipients: The provider of "Zoom" necessarily obtains knowledge of the above-mentioned data. "Zoom" stores reports about the webinar (meeting meta data, telephone dial-in data, questions and answers in webinars, survey function in webinars) for up to one month. "Zoom" is a service provider from the USA. Personal data is therefore also processed in a third country. Klifovet has concluded a contract with the provider of "Zoom" which meets the requirements of Art. 28 DSGVO. An adequate level of data protection is guaranteed by the "EU-US-Privacy Shield" certification of Zoom Video Communications, Inc. Further information on data protection at ZOOM is available at <https://zoom.us/docs/de-de/privacy-and-legal.html> .

Do you have additional questions about data protection when participating in a webinar? Please feel free to send an e-mail to datenschutz@klifovet.de .

We wish an informative webinar!

Klifovet AG