

Privacy Policy

Last review: April 28, 2023

Privacy Policy of Community Arts Network (“**CAN**”), Gertrude-Fröhlich-Sandner-Straße 1/Top 5, 1100 Vienna, for the Website www.community-arts.net (“**Website**”) and all social media appearances of CAN (see point 10 below).

1. General

Your privacy is very important to us. In this policy we would like to explain which of your personal data will be processed for which purpose as well as your corresponding rights and how you can exercise them as

- a. existing and former members and functionaries,
- b. interested parties (including users of our Website), and
- c. service providers.

When using your personal data, we observe all data protection regulations, in particular the European General Data Protection Regulation (“GDPR”) and all other applicable national and European regulations.

Your contact person for requests regarding privacy:

Anis Barnat

Mail: info@community-arts.net

2. Processed data categories

You are under no obligation to provide us with the data we ask you for. However, if you do not provide such data, you will not be able

- a. to enter into a membership with us or to become a functionary with us;
- b. to use all functions of the Website (in particular, we cannot process your requests).

In addition, processes may be delayed or, in some cases, impossible if you do not provide your personal information.

Should the provision of your personal data be mandatory by law, we will inform you separately thereof.

Members and functionaries:

We will process the following categories of your personal data:

- > master data (name, address, contact data);
- > data regarding your membership (entry date, activities, details provided when registering as a member) and
- > data regarding a possible activity as functionary (description of your function, activities you set in this function, start and end of activity).

Website users

When you visit our Website, the following categories of personal data will be collected:

- > the date and time a page was viewed on our Website;
- > your IP address;
- > name and version of your web browser;
- > the web page (URL) that you visited before accessing our Website;
- > certain cookies (see point 11 below);
- > the user ID and password you use; and
 - > the information that you provide us with yourself, e.g., by entering it in forms on our Website (e.g., contacting us).

Partners/members of partners

We will process the following categories of your personal data:

- > master data (name, address, contact data);
- > images, videos, sound recordings

> data regarding your membership (activities, details provided by the partner) and

> data regarding an/your activity/possible activity (description of your function, activities you organize/take part, start and end of activity).

Service providers:

We will process the categories of your personal data set out in the Annex.

3. Purposes for which we process your data

We will process your personal data for the following purposes:

> Fulfillment of the association's purpose according to our association's statutes, in particular in the context of the association's activities;

> Processing of orders and assignments;

> Organization of events and activities;

> Promoting CAN, CAN's members, CAN's partners, art and artistic collaborations,

> preparation of reports on an event,

> providing informing about an event on our Website, intranet and social media accounts, newsletter, including the making available of a gallery,

> performing marketing and advertising via electronic and non-electronic means.

> Provision of our Website including all associated services;

> Further improvement and development of our Website;

> Creation of usage statistics for our Website;

> Detecting, preventing and investigating attacks on our Website;

> Transfer of information (e.g., newsletters).

4. Legal bases of the processing

We process your personal data listed in the Annex on the basis of

- > the performance of the contract we have concluded with you or the necessity to take steps at your request prior to entering into such an agreement, insofar as it is necessary (Article 6(1)(b) General Data Protection Regulation (“GDPR”))
- > your given consent to the processing of your data according to Article 6(1)(a) GDPR
- > our overriding legitimate interest according to Article 6(1)(f) GDPR to achieve the purposes set out above, or
- > the necessity to comply with legal obligations to which we are subject (Article 6(1)(c) GDPR).

5. Transfer of your personal data

To achieve the purposes set out above, we will transfer some of your personal data to the following categories of recipients:

- > Administrative authorities, courts and public corporations,
- > IT service providers and other service providers assigned by us,
- > chartered accountants for the purposes of bookkeeping and accounting or auditing,
- > social media networks
- > consultants
- > marketing companies
- > members
- > cooperation partners.

Some of the recipients referred to above are located in or process personal data outside of your country. The level of data protection in another country

may not be equivalent to that in your country. However, we only transfer your personal data to countries where the EU Commission has decided that they have an adequate level of data protection or we take measures to ensure that all recipients provide an adequate level of data protection. We do this, e.g., by entering into appropriate data transfer agreements based on Standard Contractual Clauses ((EU) 2021/914 and/or 2021/915). These are accessible upon request (see the contact details at the beginning).

6. Retention periods

We will retain your personal data

- a. until the termination of your membership or our business relationship, within the scope of which we have collected your data, or
- b. for a period of three months as part of the data automatically collected by the association's Website, or
- c. as long as it is necessary to investigate attacks on our Website, or
- d. for as long as required under statutory retention obligations or potential legal claims, where personal data is needed to raise or defend against the claim, are not yet time-barred.

7. Logging of e-mails

For our e-mails, we use the Service "SendGrid" of Twilio Inc., 375 Beale Street, Suite 300, San Francisco, CA 94105 (the worldwide headquarter), the data controller of personal data of the European Economic Area is Twilio Ireland Limited, 25-28 North Wall Quay, Dublin 1, Ireland (the EEA headquarter). You find the "Twilio Privacy Statement" here: <https://www.twilio.com/legal/privacy>

If you send us an email we save the following data: e-mail and IP-address of the sender and the recipient, number of recipients, subject, date and time when the e-mail arrives at the server, if applicable filename of attachments, size of the e-mail, classification of the risk in terms of spam and status of delivery. In a first step e-mails are only checked in an automated way. If there is a suspected risk for the IT-systems' security, selected emails are checked by people responsible.

In addition, we process your personal data in connection with e-mails, if necessary, for the duration of the entire business initiation as well as beyond that in accordance with the legal storage and documentation obligations.

8. Signing up for the newsletter

On our website, we offer you the possibility to sign up for our newsletter. For this service, we process your email-address, first name and your last name. Our “1-2-3-4 monthly newsletter” will bring you 1 story that will inspire you, 2 people who will energize you, 3 organizations you should know of and 4 resources you can avail. Our newsletter will be sent exclusively to the e-mail-address provided by you. If you no longer want to receive the newsletter, you can unsubscribe at any time by clicking “unsubscribe newsletter” at the bottom of our newsletter or by contacting us via mail or by using our “Contact us”-button.

For our newsletter service we use “Sendinblue”. The data controller for the processing of the personal data referred to herein is Sendinblue, a simplified joint stock company with a share capital of 387,722 Euros, registered with the Paris Trade and Companies Register under number 498 019 298 and whose registered office is located at 106 boulevard Haussmann, 75008 Paris, France.

For the newsletter, data voluntarily provided by you (name, address, e-mail address) will be stored on Sendinblue servers allocated within the European Union Your data will only be used to send you the newsletter you have subscribed. Your data may also be used by Sendinblue for statistical analyses. If you would like more information about how Sendinblue handles personal data, you can read the privacy policy of Sendinblue here <https://www.sendinblue.com/legal/privacypolicy/#privacypolicy>

9. Becoming a member

We offer you the possibility to become an exclusive member of the Community Arts Network by registering. As exclusive member you will be eligible to

- feature yourself/your organization on the network, Website, social media and in newsletters,
- explore and filter the network based on preferences, and

- request CAN for a connection with other members.

To register, we process what you enter and submit to us by filling out the following fields:

- First name
- Surname
- Email-address
- Type of member (Individual/Organization)
- I am a/an: (Educator / Artist / Manager / Policy Maker /Social Influencer / Entrepreneur/ Volunteer/ Leader/ Other)
- Working in the field of: (Education / Climate / Democracy / Hope / Business/ Wellbeing)
- Choose the tags that best represent what you do - these tags will be visible in your profile once you've been accepted (premade list of tags)
- Your work is present in (country list) - choose as many as you want
- I am interested in: (Education / Climate / Democracy / Hope / Business/ Wellbeing)
- Tell us briefly about your passion/work - this description will be visible in your network profile once you've been accepted
- Please attach links supporting your work (Website link, document, images, videos, social media, media coverage or others)
- What can you GIVE to CAN? (funding opportunities, tools & resources, partnership opportunities, campaign opportunities, thought leadership, other [text box for own entry])
- What do you want to GET from CAN? (funding, tools & resources, visibility, collaborations, campaign opportunities, scaling partners, thought leadership, mentoring, other [text box for own entry])
- We would love to celebrate your addition to our network and your incredible work. To be able to do so, please confirm below points ("I" also refers to organizations and data thereof):
 - I give CAN my explicit consent to use my first name, sure name, email address, type of member, job role and working field, chosen tags that best represent what I do, provided contact details, countries my work is present in, provided interests, provided description about my passion/work, provided links supporting my work, media profile picture and if applicable company name and logo, in the CAN network, in CAN newsletters and on the internet appearances of CAN, CAN's members and partners, to promote CAN, CAN's members, CAN's partners as well as art and artistic

collaborations, visible for the public temporarily or permanently, until I withdraw my consent possible at any time.

- o I expressly confirm that I have all the necessary rights, in particular copyright and data protection rights, with regard to all kind of data I submit to CAN, for transmission to and processing, editing and publication by CAN, to promote CAN, CAN's members, CAN's partners as well as art and artistic collaborations, unrestricted in terms of time, place and content, without a right to compensation. (YES/NO)
- If yes, upload your logo.
- If yes, upload your profile picture.
- CAN champions and fosters connection between its members. If you'd like to be connected with any other CAN member, kindly choose from below. Choose as many as you want (Dropdown of all members).
- Do you give CAN your explicit consent to be contacted by other members of the CAN network and that CAN can propose you as CAN member to other CAN members to contact you, until you withdraw your consent possible at any time? (YES/NO)
- If yes, please share your contact details for any member of the network who wants to contact you. You can share your email, Website, or social media links.

10. Social Media Links

On our website, we have a link to our Twitter, Facebook, Instagram and LinkedIn profile.

Twitter is operated by Twitter Inc., 1355 Market St, Suite 900, San Francisco, CA 94103, USA ("Twitter"). The data privacy information of Twitter is available here: <https://twitter.com/privacy>

Facebook is operated by Facebook Inc., 1601 S. California Ave, Palo Alto, CA 94304, USA; the contracts with users in Europe are concluded with Facebook Ireland Limited, 4 Grand Canal Square, Dublin 2, Ireland. The the data privacy information of Facebook is available here: <http://www.facebook.com/policy.php>

Instagram is operated by Instagram LLC, 1601 Willow Rd, Menlo Park, CA 94025, USA, the privacy policy is available here: <https://help.instagram.com/155833707900388>

LinkedIn Ireland Unlimited Company, Wilton Place, Dublin 2, Ireland, is the controller of personal data of European countries. The privacy policy is available

here: https://www.linkedin.com/legal/privacy-policy?trk=lithograph_footer-privacy-policy

We also implemented a link to our YouTube channel and embedded some YouTube videos on our Website. YouTube is operated by YouTube LLC, 901 Cherry Ave., San Bruno, CA 94066, USA, represented by Google LLC, 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA. The privacy information of YouTube is available

here: <https://policies.google.com/privacy?hl=en>

In regard to the operation of the individual social media channels we may act as joint controllers together with the respective operator of the platform. We however do not have full access to the data processing by the platform operator. Therefore, we recommend reading our privacy policy together with the privacy policy of each social media platform to get a comprehensive overview.

For the operation of our social media platform, we may, within our legitimate interests thereto (Art 6 (1) lit f GDPR), process:

- your personal data, e.g. cookies, when you interact with our social media channels (please note, that some data may be collected even if you are not logged in)
- interaction data, e.g. if you communicate with us via our social media channels through posts, comments, personal messages or contact forms.

When interacting with our social media channels we may have access to your publicly visible data (e.g. name and profile picture when you make a public post on our site). Please review your profile settings to check which data is publicly available and which data can be shared by the social media platform. For more information, please read the privacy policies of the respective platform.

In addition, we receive anonymous statistics from the social media operators about the use and popularity of our social media pages. For this purpose, we collect anonymous statistics within the scope of our legitimate interests and carry out demographic analyses (Art 6 (1) lit f GDPR). The following information are processed:

- Total number of our followers
- Reach: number of people who see a specific post and number of interactions regarding a specific post
- Demographic data of users: age, gender, place of residence, language.
- Ad performance: how many people were reached by a post and how many people have interacted with it

11. Cookies

Our website uses cookies, small text files that are stored on your computer whenever you access our Website, to enable, optimise and analyse site operations. Many of them are “session cookies” that are deleted without any action on your part, as soon as you terminate your current browser session. Other cookies (e.g., to save your language settings) are stored for longer periods or until you remove them manually. By clicking “Accept all Cookies” in our cookie banner, you consent to the use of cookies for non-essential functions and the related processing of personal data. You can adjust your cookies and associated data processing preferences at any time in our **Cookie Preference Manager**. In our **Cookie Details**, you will find a list of all Cookies we use with detailed information.

In addition to the possibility to revoke your consent regarding the use of optional cookies, you can prevent the use of cookies by activating the corresponding option of your browser to prevent the storage of cookies or by deleting the cookies stored by your browser. For further information regarding cookie settings of the specific browsers, please visit the following websites:

Internet

Explorer: <http://windows.microsoft.com/de-at/windows-vista/Block-or-allow-cookies>

Safari: [Cookies in Safari: Aktivieren, blockieren, löschen - so geht's \(giga.de\)](http://www.giga.de/aktuell/2012/07/cookies-in-safari-aktivieren-blockieren-loeschen-so-gehts)

Chrome: <http://support.google.com/chrome/bin/answer.py?hl=de&hlrm=en&answer=95647>

Firefox: <https://support.mozilla.org/de/kb/cookies-erlauben-und-ablehnen>

Opera: <http://help.opera.com/Linux/9.01/de/cookies.html>

12. Fathom

We use Fathom (<https://usefathom.com>). Fathom is a privacy-focused web analytics service that tracks and reports Website traffic but does not collect personal data or use cookies. Visit <https://usefathom.com/gdpr-ccpa-pecr-compliant> to learn more about their approach. The privacy policy of Fathom is available here: <https://usefathom.com/privacy>."

13. Your rights regarding your personal data

You have the right to information, correction, deletion and restriction of processing of your stored data at any point. Furthermore, you have the right to object the processing of your data and the right to data portability. If you believe that we violate applicable data protection legislation when processing your data, you have the right to lodge a complaint.

- Right to information: You can ask us to confirm whether personal data concerning you is processed. If this is the case, you have a right to information about these personal data and the information mentioned in Art. 15 (1) GDPR (such as purposes of the processing and categories of personal data).
- Right of correction: You have the right to request us to correct your inaccurate personal data.
- Right of deletion: You have a right of deletion of your personal data in if for example
 - (a) the data are no longer necessary for the purposes for which they were collected or otherwise processed; or
 - (b) processed unlawfully; or
 - (c) in the case of processing based on consent by you, this consent is withdrawn.

However, the right to cancellation does not apply if the exceptions mentioned in Art. 17 (3) GDPR are applicable, for example if the processing is necessary to fulfil a legal obligation under EU or Austrian law or to assert, exercise or defend legal claims.

- Restriction of processing: You have a right to restrict processing if
 - (a) the accuracy of your personal data is disputed,
 - (b) the processing is unlawful and you refuse to have the personal data deleted and instead request that the use of the personal data be restricted;
 - (c) we no longer need the personal data for the purposes of processing, but you do need this data to assert, exercise or defend a legal claim, or
 - (d) you have filed an objection to the processing pursuant to Art. 21 (1) GDPR as long as it is not yet clear whether our legitimate reasons outweigh yours.

- Right of objection: Pursuant to Art. 21 (2) GDPR, you have the right to object to the processing of your personal data, if the processing of personal data
 - (a) is based on protection of our legitimate interests. The data processing by us is omitted if there is a predominant interest in protection on your side.
 - (b) takes place for the purpose of direct marketing. Consent thereto can be withdrawn at any time without giving reasons.

- Right to data portability: You may request that the data you have provided to us be provided to you in a structured, commonly used and machine-readable format. You have the right to transfer this data to another controller. If technically feasible, you have the right to direct transfer of the data from one controller to another.

- Right to complain: If you believe that the processing of your data violates data protection law or your data protection claims have otherwise been violated in any way, you can file a complaint with the supervisory authority. However, we ask you to contact us in advance in order to clarify any questions you have. In Austria, the data protection authority is responsible:

- o Austrian Data Protection Authority
Barichgasse 40-42
1030 Vienna
Phone: +43 1 52 152-0
e-mail: dsb@dsb.gv.at
web: www.data-protection-authority.gv.at/

14. Miscellaneous

We reserve the right to update this privacy policy from time to time to reflect legal and technical changes and requirements or any changes regarding our activities. We will take reasonable efforts to inform you of such updates immediately. The date of the most recent update may be seen on the first page of this privacy policy.

Annex

Personal data of suppliers or service providers

- > names
- > titles
- > gender
- > date of birth
- > contact data (address, email address, phone numbers)
- > company register data
- > identification numbers for official statistics purposes such as VAT number
- > affiliation to a specific purchasing group or corporate group
- > object of the delivery or service
- > data on bonuses, commissions, etc.
- > contact person for processing the delivery or service
- > third parties involved in the provision of the service, including information on the nature of the involvement
- > delivery and service conditions (including information on the place of delivery or service, etc.)
- > data on the insurance of the supply or service and its financing
- > data on tax liability and tax calculation
- > financing and payment conditions
- > bank details, credit card details
- > credit management data (e.g., credit limit, bill of exchange limit)

- > data on the payment or performance behavior of the person concerned
- > data regarding dunning/actions
- > account and document data
- > performance-specific expenses and revenues

Personal data of employees at one of our suppliers or service providers

- > names
- > titles
- > gender
- > related customer, supplier or third party
- > additional address data regarding customers, suppliers or third parties
- > correspondence languages, other agreements and keys for data exchange
- > function of the person concerned in the service recipient or service provider
- > extent of power of representation
- > business cases handled by the data subject