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## **Privacy Policy for Tsukuba Global Science Week 2024(TGSW)**

For the purposes described in section 1 of this Privacy Policy, the University of Tsukuba (hereinafter, the “University”), a national university corporation, will ask people planning to participate in the Tsukuba Global Science Week (hereinafter, the “TGSW”), an international convention hosted by the University, to provide their personal data. The University may also take photos and videos of participants at TGSW events. Personal data to be provided will be processed appropriately in compliance with applicable Japanese laws and regulations, the University’s own rules, etc., with strong awareness of the importance of security.

All prospective participants of the TGSW are required to read this Privacy Policy.

If you agree to this condition, please check the “Agree” box in the “Privacy Policy Confirmation” check box. (This method of consent is hereinafter referred to as “Blanket Consent”).

If you do not agree only to the use of personal data for the purposes listed below (hereinafter, “Non-operational Purposes of Use”) in “1. Purposes of Use of Personal Data,” please indicate so in the “Special needs” and check the “Agree” box in the

( Old )

## **Privacy Policy for Tsukuba Global Science Week 2022(TGSW)**

For the purposes described in section 1 of this Privacy Policy, the University of Tsukuba (hereinafter, the “University”), a national university corporation, will ask people planning to participate in the Tsukuba Global Science Week (hereinafter, the “TGSW”), an international convention hosted by the University, to provide their personal data. Personal data to be provided will be processed appropriately in compliance with applicable Japanese laws and regulations, the University’s own rules, etc., with strong awareness of the importance of security.

All prospective participants of the TGSW are required to read this Privacy Policy.

If you agree to this condition, please check the “Agree” box in the “Privacy Policy Confirmation” check box.

If you do not agree, please do not provide your personal information to the University. Please note that in such a case, you cannot participate in the TGSW or use the TGSW-related websites.

“Privacy Policy Confirmation” check box. (This method of consent is hereinafter referred to as “Limited Consent”).

<Non-operational Purposes of Use>

- To send invitations to conferences and events to be held by the University in the future
- To conduct questionnaire surveys with participants and collect feedback

If you have given your consent by way of Limited Consent, your personal data will not be used for Non-operational Purposes of Use. Even in such cases, you may participate in TGSW and use TGSW's websites without any difference from those who have given Blanket Consent.

If you simply check the “Agree” box rather than Limited Consent, you are deemed to agree to all of this Privacy Policy, including for Non-operational Purposes of Use.

If you do not agree to any points other than Non-operational Purposes of Use (i.e., if you do not provide Blanket or Limited Consent), please do not provide your personal information to the University. Please note that in such a case, you cannot participate in the TGSW or use the TGSW-related websites.

Please click here to see the changes from the previous Privacy Policy in the TGSW2022.

[...]

### **1. Purposes of the use of personal data**

The University will use personal data for the following purposes.

- To register for participation in the TGSW
- To provide announcements concerning the details of the TGSW and notices for registered participants
- To show names, affiliation, department, etc. of participants (primarily speakers) on the TGSW web media, online conference systems, publications or reports for the purpose of properly operating the TGSW
- To publish photographs and videos of participants as subjects in the TGSW web media, publications, and reports
- To carry out the invitation procedure
- To carry out procedures for security export control
- To perform accounting work
- To transfer money for rewards and other necessary expenses to bank accounts
- To ensure your safety and carry out crisis management measures
- To reply to your inquiries
- To respond to your special requests for meals and other services
- To conduct questionnaire surveys with participants and collect feedback

[...]

### **1. Purposes of the use of personal data**

The University will use personal data for the following purposes.

- To register for participation in the TGSW
- To provide announcements concerning the details of the TGSW and notices for registered participants
- To show participants' names, affiliation, department, etc. on the TGSW website or online conference systems for the purpose of properly operating the TGSW
- To request travel agencies to reserve airline tickets
- To provide accommodation information or make accommodation arrangements
- To issue invitations or visa application documents
- To carry out procedures for security export control
- To perform accounting work
- To transfer money for rewards and other necessary expenses to bank accounts
- To ensure your safety and carry out crisis management measures
- To reply to your inquiries
- To respond to your special requests for meals and other services
- To conduct questionnaire surveys with participants and collect feedback

- To understand demographic trends among participants of the TGSW
- To send invitations to conferences and events to be held by the University in the future
- To notify changes in laws and policies relating to the processing of personal data provided
- To perform various other procedures necessary to operate the TGSW, send necessary notices, and so on

[...]

## **2. Personal data to be obtained**

The University will ask you and those accompanying you for the TGSW to provide the following personal data.

- Name, affiliation, department, job title, e-mail address, nationality, country of residence, and other information provided on the registration form
- Photos and videos taken at TGSW events

[...]

## **3. Management of personal data**

The University will appropriately manage personal data obtained and will retain such data for 5 years after the end of each year's TGSW in order to fulfill the purposes of Section 1.

- To understand demographic trends among participants of the TGSW
- To send announcements for future TGSW sessions
- To notify changes in laws and policies relating to the processing of personal data provided
- To perform various other procedures necessary to operate the TGSW, send necessary notices, and so on

[...]

## **2. Personal data to be obtained**

The University will ask you and those accompanying you for the TGSW to provide the following personal data.

- Name, affiliation, department, job title, e-mail address, nationality (citizenship), country of residence

[...]

## **3. Management of personal data**

The University will appropriately manage personal data obtained, retain such data until the end of the fiscal year in which the next TGSW is held, and take necessary measures to prevent leakage, loss, damage, etc. of personal data.

#### 4. Provision of personal data to third parties

The University will not provide your personal data to third parties, except when your consent has been received.

However, in the following cases, the University may provide personal data to third parties within a minimally necessary range.

- In cases where your personal data are provided in accordance with laws and regulations.
- In cases where it is necessary to cooperate with a national agency, a local government, or an individual or entity entrusted by either of the foregoing to execute affairs as prescribed by law.
- In cases where you fall sick or are involved in an accident or a natural disaster while you participate in the TGSW, and hospitals, administrative agencies, etc. ask for your personal data in order to secure your safety or carry out risk management measures.

[...]

#### 4. Provision of personal data to third parties

The University will not provide your personal data to third parties, except when your consent has been received.

However, in the following cases, the University may provide personal data to third parties within a minimally necessary range.

- In cases where the Ministry of Justice's Immigration Services Agency demands disclosure of your personal data.
- In cases where your personal data are provided to insurance companies, etc. as part of efforts to comply with laws and regulations.
- In cases where you fall sick or are involved in an accident or a natural disaster while you participate in the TGSW, and hospitals, administrative agencies, etc. ask for your personal data in order to secure your safety or carry out risk management measures.

[...]