

General Data Protection notice

Version last updated on January 24th, 2022

LIH, 1A-B rue Thomas Edison L-1445 Strassen, Luxembourg (“**we**”) is committed to the protection of your personal data in accordance with data protection legislation, especially the General Data Protection Regulation EU 2016/679 (the “**GDPR**”).

This Data Protection Notice is directed to users or visitors of our website (the “**Site**”), and to individuals who contact us by any means or provide services to us (together “**You**”). It provides You with detailed information relating to the protection of your personal data by us.

I. 1. Who is the controller of your personal data?

LIH, 1A-B rue Thomas Edison L-1445 Strassen is responsible as a data controller, for collecting and processing your personal data in relation to our activities. The purpose of this Data Protection Notice is to inform You about which personal data we collect, the reasons why we use and share such data, how long we keep it, what rights You have and how You can exercise them.

Where necessary, further information may be provided when You are in contact with us for a specific activity.

II. 2. What personal data do we process?

We collect and use your personal data to the extent necessary in relation to our activities.

We may collect various types of personal data about You, including:

- identification data (such as your name, contact details, address, telephone, email, country),
- professional details (such as company/organisation name and job title),
- electronic identification data (e.g. email address, IP address, web browser and operating system used electronic signature, remote connection data),
- details of information request, claims or other information related to users interaction with LIH,
- banking details (such as bank account number, IBAN).

The data collected on our Site stem exclusively from the voluntary registering of your personal data (for example by contacting us through our online contact forms, by subscribing to our newsletter, by applying to one of our job offers, or by registering to an event).

With the exception of the information indicated above and in the cookies settings (according to your preferences), we do not collect, via freely accessible pages on this Site, personal data other than those listed above and those voluntarily entered by You, using the online forms provided for that purpose, most notably to contact us.

If You wish to learn more about cookies, please click [here](#).

III. 3. What are the purposes of and the legal basis for our processing?

We collect and use your personal data for the following purposes:

- for the provision of services or information requested by You,

- for the management of our events (registration, list of attendees),
- to receive job applications as detailed under the notice “[Data Protection Notice for recruitment](#)”,
- to send You our newsletter,
- to manage our business relationship with You,
- to provide You with a safe and comfortable experience when visiting our Site,
- to manage or improve our Site and services provided by us,

We collect your personal data on the following basis:

- to perform a contract or for pre-contractual measures with You or an organisation You represent,
- to comply with our legal and regulatory obligations,
- for our legitimate interests, or
- with your consent.

IV. 4. Who do we share your personal data with?

In order to fulfil the aforementioned purposes, we may communicate your personal data to:

- service providers/vendors that perform services on our behalf,
- law enforcement or other government and regulatory bodies or agencies, upon request and to the extent permitted by law
- certain regulated professionals such as lawyers or auditors.

In particular, we would like to inform You that this Site uses cookies that are linked to a web analytics service called “Google Analytics”, therefore, if You accept such cookies, your data will be accessed and processed by Google LLC (USA). You can find additional information about the processing of your data in the context of LIH’s use of Google Analytics [here](#).

We may also receive requests from third parties with authority to access your personal data. We will only respond to such requests where we are permitted to do so in accordance with applicable laws and regulations.

We require all third parties to respect the security of your personal data and to process it in accordance with the law.

V. 5. Where do we transfer your personal data?

We may use third party providers to deliver our services and this may involve transfers of your personal data to countries outside of the European Union/European Economic Area (EU/EEA). In case of international transfers originating from the EU/EEA to a country outside the EU/EEA, the transfer of your personal data may occur where the European Commission has decided that the country outside the EU/EEA ensures an adequate level of data protection.

For transfers to countries outside the EU/EEA for which the level of protection has not been recognised as adequate by the European Commission, we will either implement appropriate safeguards provided for by current data protection law (e.g. the entry into standard data protection clauses) or rely on a derogation applicable to specific situations (such as your explicit consent).

You can obtain more information regarding relevant safeguards we rely on by contacting us at dpo@lih.lu.

VI. 6. Security of your personal data

The processing of your personal data is carried out through IT, electronic and manual tools, with logics strictly related to the aforementioned purposes and, in any event, in compliance with the appropriate technical and organisational measures required by law to ensure a level of security that is adequate to the risk, in order to avoid unauthorised loss or access to your data.

VII. 7. How long do we keep your personal data?

We will retain your personal data for: (i) as long as necessary to fulfil the purposes we collected it for, (ii) the period defined by our operational requirements (such as facilitating our relationship management with You) and (iii) for the time necessary for compliance with our legal obligations.

VIII. 8. What are your rights regarding your personal data?

In accordance with applicable data protection law, you may exercise at any time the following rights in relation to your personal data:

- **right to access**, which enables You (according to art. 15 of the GDPR) to obtain from us confirmation of whether personal data are being processed or not and, if so, obtain access to such data; we process a large quantity of information, and can thus request, in accordance with the GDPR, that before the information is provided, You specify the information or processing activities to which your request relates;
- **right to rectification**, which enables You (according to art. 16 of the GDPR) to obtain from us the correction and/or integration of any of your personal data that are incorrect and/or incomplete; and in certain limited cases (in which case we will analyse whether the conditions for the exercise of such rights are fulfilled):
- **right to erasure**, which enables You, in specific cases provided for by art. 17 GDPR, to obtain from us the erasure of your personal data;
- **right to restriction of processing**, which enables You, in the specific cases provided for by art. 18 of the GDPR, to restrict the processing of your personal data by us;
- **right to object**, which enables You to object to the processing of your personal data when the conditions provided for by art. 21 of the GDPR are met;
- **right to data portability**, which enables You, in specific cases provided for in art. 20 of the GDPR and only with regard to the data You have provided to us, to request receipt of your personal data in a structured and commonly machine-readable format.

If You have provided your consent to the processing of your personal data, You can withdraw such consent at any time.

To exercise any of these rights, You may contact our Data Protection Officer by email dpo@lih.lu or by postal mail:

Luxembourg Institute of Health
Data Protection Officer
1A-B rue Thomas Edison

L-1445 Strassen

You have the right to lodge a formal complaint with the *Commission nationale pour la protection des données* (CNPD). Full details may be accessed on the complaints section of CNPD's website (<https://cnpd.public.lu>).

IX. Changes to this Data Protection Notice

Changes may occur in the way we process personal data. In case these changes oblige us to update this Data Protection Notice, we will clearly communicate it to You, either *via* our Site or *via* other appropriate means. The latest applicable version will always be available on our Site.