

Information on the processing of your personal data in connection with your donation to the Luxembourg Institute of Health (LIH)

Version last update on November 7th 2022.

The Luxembourg Institute of Health (LIH) thanks you for your generous donation to its research activities. In the context of your donation, you have provided us with some of your personal data. We attach great importance to the protection of your data, which is why it is important for us to inform you about the use that LIH makes of it and about the rights you have.

I. Purposes and legal basis for the processing

The LIH, as the Data Controller for the management of your donation, processes your personal data for the following purposes

- to collect your donation (execution of the donation contract),
- to provide you with a thank you letter which also serves as tax certificate relating to the payment of your donation (compliance with our legal obligations),
- in case of a donation made at the request of a third party (in particular the family of a person whose death motivated your donation), to transmit your contact details only when requested by the third party, so that they can thank you directly as is customary (legitimate interest pursued by the third party), and
- to keep you regularly informed by mail of the progress of research projects carried out by our laboratories thanks to your financial support (legitimate interest pursued by the LIH).

II. Data processed

The data we collect for these different purposes are your last name, first name, title, postal address (street, postcode, city and country), electronic address (if you provided it to us), phone number (optional), company (optional), the amount and the reason of your donation and your bank details.

The above data is collected directly from you. No further data about you is processed by LIH.

III. Who has access to your data?

LIH processes the personal data of donors in a confidential manner and exclusively in Luxembourg.

Your data will not be shared with any third party except where necessary for the above purposes or as required by law (e.g. law enforcement agencies, competent government and regulatory bodies, or certain regulated professionals such as lawyers or auditors).

Your bank account details are only processed by our finance department for the management of your donation and are shared with our service provider for the online payment, WORLDFINE (SIX Payment Services Europe), for the purposes of the payment execution.

Your contact details (name, surname, email address, company) will be shared with our service provider for the management of our information newsletter, Sarbacane (Europe), in order to be able to distribute our newsletter to you.

When you have made a donation following a call for donations made by third parties (in particular family members, in memory of a deceased person), we may communicate your contact details in order to allow them to thank you, unless you object to it. Under no circumstances will we communicate the amount of your donation.

IV. How long your data will be kept

The data collected in order to manage your donation will not be kept beyond the time necessary to achieve the above purposes and to comply with our legal obligations in tax and accounting matters (up to a maximum of 10 years from the end of the year following receipt of your donation).

The data collected in order to keep you regularly informed about our research projects via our newsletter are stored as long as you do not object to their processing.

V. Your rights

In accordance with the General Data Protection Regulation (EU) 2016/679 (GDPR), you have the right to access and rectify your personal data. In some cases (depending on the conditions set by law), you have the right to request the deletion of your data, the right to request the restriction of certain aspects of the processing of your data, the right to retrieve your data with a view to passing it on to a third party (right to portability), and finally, the right to object to the way your data is used. **In particular you can at any time object to LIH passing on your details to the third party that prompted your donation as well as to being contacted again by LIH in order to hear about our research projects.** If you wish to exercise your rights, you can contact the LIH Data Protection Officer at dpo@lih.lu. If you **do not wish to receive electronic information about our research projects**, you can either contact LIH's Data Protection Officer or unsubscribe via the dedicated link available at the end of our newsletter.

Finally, you have the right to lodge a complaint with the National Commission for Data Protection (CNPD) regarding the processing of your personal data by LIH. Full details may be accessed on the complaints section of CNPD's website (<https://cnpd.public.lu>).

If you have any queries regarding the processing of your personal data by the LIH, you can contact the LIH's Data Protection Officer by e-mail at dpo@lih.lu or by post at the address:

LUXEMBOURG INSTITUTE OF HEALTH - Data Protection - 1A-B, rue Thomas Edison - L-1445 Strassen - LUXEMBOURG