

Event Privacy Notice EU GDPR and UK GDPR

Effective Date: July 1, 2026

This Privacy Notice explains how Old Dominion University ("ODU," "we," "us," or "our") collects, uses, shares, retains, and safeguards personal data in connection with conferences, congresses, meetings, continuing medical education activities, and other events hosted, sponsored, or supported by ODU (each, an "Event"). It applies when the European Union General Data Protection Regulation (EU GDPR), the UK General Data Protection Regulation (UK GDPR), or related applicable data protection law applies to ODU's processing of your personal data. It is intended principally for individuals in the European Economic Area (EEA) or the United Kingdom whose personal data is processed in connection with an Event.

This Event Privacy Notice is the primary privacy notice for the Event-related processing described below. General information about ODU's website privacy practices is available in the University's [Internet Privacy Statement](#). This Notice supplements that general statement, as well as any event-specific terms, speaker agreements, consent forms, or other notices that may apply. If an Event uses a third-party registration or event platform, that provider may also provide a privacy notice for processing it performs for its own purposes.

Who is the Controller?

For the processing described in this Notice:

Controller:

Old Dominion University
5115 Hampton Blvd.
Norfolk, Virginia 23529
United States

Office administering this processing:

Office of Continuing Medical Education
Macon & Joan Brock Virginia Health Sciences at Old Dominion University
Waitzer Hall
735 Fairfax Avenue, #1136
Norfolk, Virginia 23507
United States
757-446-6140
cme@odu.edu

Privacy/GDPR inquiries and rights requests: vhs-ogc@odu.edu

What personal data do we collect?

The personal data ODU collects depends on your role in the Event and the information reasonably needed to administer the Event.

- *Attendees.* We may collect your name, title, professional credentials, employer or affiliation, contact information, country or nationality where relevant, registration selections, attendance information, continuing education or accreditation information, payment and transaction information, and travel or accommodation information when ODU is arranging those services.
- *Speakers, presenters, abstract authors, and co-authors.* In addition to the information above, we may collect professional biography and curriculum vitae information, education and career details, presentation title and materials, abstract information, photograph or headshot, payment or reimbursement information, tax-related information, and travel or accommodation information where applicable. For individuals who control the content of accredited continuing education, we also collect a financial relationships disclosure identifying financial relationships with ineligible companies and related information needed to identify, mitigate, and disclose relevant financial relationships in accordance with applicable accreditation requirements.
- *Individuals interested in future Events.* You may provide your name, email address, professional role or affiliation, areas of professional interest, and communication preferences if you ask ODU to send you information about future Events or related educational opportunities. You do not need to register for a current Event to request these communications, and providing this information is voluntary.
- *Website and device information.* When you use an Event website or registration platform, ODU or its service providers may collect IP address, browser and device information, timestamps, pages viewed, and cookie or similar technology information.
- *Information received from others.* We may receive registration, speaker, author, or contact information from an Event co-organizer, your employer or professional organization, another author or presenter, an accreditation body, or another person who registers or identifies you in connection with the Event. Where required, we will provide the information required by applicable law concerning the source and our processing of that data.

Special-category personal data:

You may choose to provide information concerning accessibility, disability, health-related dietary needs, religious dietary requirements, or other accommodations. Some of this information may reveal special categories of personal data under the EU GDPR or UK GDPR.

ODU will request only information reasonably necessary to evaluate and provide the requested accommodation. Where ODU relies on explicit consent to process special-category personal data, the registration or accommodation form will present a separate explicit-consent request. You may

withdraw that consent at any time, subject to the limitations described below. If you do not provide information that is necessary to arrange a requested accommodation, ODU may be unable to provide that particular accommodation.

Why do we use your personal data, and what is our legal basis?

We use personal data only for specified purposes and rely on the legal basis that applies to the particular processing activity. The principal purposes and bases are summarized below.

Purpose	Examples of processing	Primary legal basis
Registering and administering attendees	Processing registration; confirming attendance; communicating Event logistics; issuing badges or attendance records; providing requested Event services.	Performance of a contract or steps taken at your request before entering into a contract.
Administering speakers and presenters	Coordinating presentations; collecting biographies, abstracts and disclosures; arranging agreed travel, reimbursement, or speaker services; publishing information that is part of the agreed speaker role.	Performance of a contract or steps taken at your request before entering into a contract; other lawful bases where applicable.
Speaker financial relationships disclosures	Collecting, reviewing, managing, and retaining required financial relationships disclosures; identifying and mitigating relevant financial relationships; documenting compliance; and providing required disclosures to learners or accrediting bodies.	Performance of a contract or steps taken at your request before entering into a contract (Article 6(1)(b)) where completion is a condition of serving in the speaker/content-control role; and, where permitted and appropriate, legitimate interests (Article 6(1)(f)) in maintaining the integrity and accreditation of ODU continuing education activities. ODU does not

		rely on consent for this required processing.
Continuing education and accreditation	Documenting participation; issuing credit or certificates; reporting to accrediting or credentialing bodies where requested or required for the Event.	Contract and/or another lawful basis appropriate to the specific accreditation activity.
Event safety, security, and administration	Protecting Event systems and participants; preventing misuse; resolving operational issues; maintaining appropriate records.	Legitimate interests where permitted by applicable law, and other lawful bases where applicable.
Speaker photography, recording, and customary Event publication	Photographing, recording, livestreaming, documenting, or publishing speaker participation, including a speaker's name, image, likeness, affiliation, biography, presentation title, materials, or presentation recording, as part of the Event or related communications.	Performance of a contract or steps taken at the speaker's request before entering into a contract (Article 6(1)(b)) where objectively necessary to carry out the agreed speaker engagement; and, where permitted and appropriate, legitimate interests (Article 6(1)(f)) for customary Event documentation and promotion, subject to the applicable public-authority limitation and balancing assessment. ODU does not rely on speaker consent for these customary uses.
Future Event information and communications	Recording a voluntary request to hear about future ODU Events or related educational opportunities and sending communications that match the	Consent (Article 6(1)(a)). You may withdraw consent or unsubscribe at any time without affecting registration for, attendance

	request and stated professional interests or preferences.	at, or participation in any Event.
Accessibility and accommodation information that includes special-category data	Evaluating and arranging requested accommodations or dietary/accessibility needs.	An applicable Article 6 basis plus explicit consent under Article 9 where ODU relies on consent for special-category data.
Website functionality and analytics	Operating Event websites, maintaining security, remembering preferences, measuring use, and using non-essential cookies where permitted.	Necessary cookies: applicable non-consent basis. Non-essential cookies/analytics: consent where required.

Consent. When we rely on consent, the request will be specific to the processing purpose. You may refuse consent without losing access to the Event where the processing is optional, and you may withdraw consent at any time. Withdrawal does not affect the lawfulness of processing that occurred before withdrawal. ODU may retain a minimal record of your consent or withdrawal when necessary to demonstrate compliance and honor your preferences.

Speaker financial relationships disclosures. If you are a speaker, planner, faculty member, or other person who controls the content of accredited continuing education, ODU may require you to complete a financial relationships disclosure as a condition of that role. ODU uses the information to identify and mitigate relevant financial relationships, document compliance with accreditation requirements, and make required disclosures to learners or accrediting bodies. Because this processing is required for the applicable role, ODU does not rely on consent for it.

Future Event information. If you separately ask ODU to keep you informed about future Events or related educational opportunities, ODU will use the contact information and preferences you provide for that purpose based on your consent. This request is voluntary, is not a condition of registering for or participating in an Event, and may be withdrawn at any *time by using an unsubscribe method provided in the communication or by contacting ODU.*

Who may receive your personal data?

Depending on the Event and the services involved, ODU may disclose personal data to:

- ODU employees and units that need the information to plan, administer, support, accredit, or document the Event;
- Co-organizers or primary organizers involved in the Event, where appropriate;

- Registration, event-management, learning-management, audiovisual, information technology, cloud-hosting, communications, and other service providers acting on ODU's behalf;
- Payment processors, financial institutions, and providers supporting speaker reimbursement or honoraria;
- Travel, transportation, and accommodation providers where ODU is arranging those services;
- Accrediting, continuing education, credentialing, or professional bodies where applicable to the Event or where you request credit, including information needed to demonstrate compliance with accreditation requirements;
- Governmental, regulatory, legal, audit, or law-enforcement authorities where disclosure is permitted or required by applicable law; and
- The public, where speaker names, affiliations, biographies, abstracts, presentation titles, photographs, recordings, or materials are intentionally published as part of the Event and the applicable legal basis permits publication.

ODU does not provide attendee contact information to sponsors or exhibitors for their independent marketing unless you have separately consented to that disclosure or ODU clearly identifies another lawful basis at the point of collection.

Processing in the United States and international data transfers:

ODU is a public university located in Virginia, United States. Personal data you provide directly to ODU for an Event will therefore be received, stored, accessed, or otherwise processed in the United States. Data protection laws in the United States differ from the GDPR framework.

Where personal data is transferred to ODU or to another recipient outside the EEA or UK in circumstances governed by the GDPR international-transfer rules, the organizations involved will use an applicable transfer mechanism or exception where required. Depending on the circumstances, this may include an adequacy mechanism, standard contractual clauses or other approved safeguards, or an applicable GDPR exception.

If ODU relies on your explicit consent as the legal basis for a particular restricted international transfer, the consent request will identify the transfer and provide the information required for informed explicit consent, including relevant risks where applicable. International-transfer consent will not be bundled with unrelated consents.

How long do we keep personal data?

ODU retains personal data only for as long as reasonably necessary for the purposes described in this Notice and in accordance with applicable University records-retention requirements, accreditation requirements, contractual obligations, and legal requirements. The relevant retention period or criteria will depend on the category of information, including:

- *Registration and attendance records* - for the period needed to administer and document the Event and thereafter in accordance with applicable University and program retention requirements;
- *Continuing education/accreditation records* - for the period required to document credits, certificates, accreditation, or related program obligations;
- *Speaker financial relationships disclosures and related conflict-of-interest documentation* - through completion of ODU's next applicable accreditation review and, if necessary, for any additional period needed to respond to accreditation findings, audits, or other applicable recordkeeping requirements;
- *Financial, reimbursement, and tax records* - for the period required by applicable financial, audit, tax, and records-retention requirements;
- *Future Event communications data* - until you withdraw consent or unsubscribe, subject to retention of a limited suppression record needed to document the withdrawal and ensure ODU honors your preference;
- *Special-category accommodation information* - only as long as reasonably necessary to arrange and document the requested accommodation, unless a longer period is required by law or another applicable obligation; and
- *Photographs, recordings, published speaker materials, and Event documentation* - in accordance with the applicable Event purpose, consent or speaker terms, and University records-retention requirements. Withdrawal of consent will apply prospectively where consent is the basis, but it may not be possible to retrieve materials already lawfully distributed or published.

Is providing personal data required?

Some personal data is necessary to register for, administer, or participate in the Event. If you do not provide required registration or speaker information, ODU may be unable to register you, provide requested Event services, process payment or reimbursement, award continuing education credit, or permit a particular speaker activity.

Information requested solely for future Event communications, or other optional purposes is not required as a condition of Event attendance or participation. Individuals may also request future Event communications without registering for a current Event. By contrast, a required speaker financial relationships disclosure may be a condition of serving as a speaker, planner, faculty member, or other person who controls accredited educational content.

Your data protection rights:

Subject to applicable law and any relevant limitations or exemptions, you may have the following rights concerning your personal data:

- *Access* - to ask whether ODU processes your personal data and to receive access to the data and required information about the processing.

- *Rectification* - to ask ODU to correct inaccurate personal data or complete incomplete data.
- *Erasure* - to ask ODU to delete personal data in circumstances provided by applicable law.
- *Restriction* - to ask ODU to restrict processing in circumstances provided by applicable law.
- *Objection* - to object to certain processing, including processing based on legitimate interests where applicable and direct marketing.
- *Data portability* - to receive certain personal data in a structured, commonly used, machine-readable format and, where applicable, have it transmitted to another controller.
- *Withdraw consent* - to withdraw consent at any time where consent is the basis for processing, without affecting the lawfulness of processing before withdrawal.

To exercise a right or raise a privacy concern, contact ODU using the privacy/GDPR contact information above. ODU may need to verify your identity and may request additional information reasonably necessary to process your request. ODU will respond within the timeframe required by applicable law.

Automated decision-making:

- Unless ODU tells you otherwise at the time of collection, ODU does not use personal data collected for Events to make decisions based solely on automated processing, including profiling, that produce legal effects or similarly significant effects concerning you.

Cookies and similar technologies:

- ODU and its service providers may use cookies and similar technologies on Event websites and registration systems to operate the site, maintain security, remember preferences, understand site usage, and support communications. ODU will obtain consent before using non-essential cookies or similar technologies where applicable law requires consent. You should be provided a means to manage applicable cookie preferences. Additional information may be provided through ODU's Internet Privacy Statement or an Event-specific cookie notice.

Complaints:

You may submit a privacy complaint directly to ODU using the privacy/GDPR contact information above. ODU will handle the complaint in accordance with applicable law.

If the UK GDPR applies, you also have the right to complain to the UK Information Commissioner's Office (ICO). If the EU GDPR applies, you may lodge a complaint with the data protection supervisory authority in the EEA country where you live, work, or believe the alleged infringement occurred.

Changes to this Notice:

ODU may update this Notice to reflect changes in Event practices, technology, legal requirements, or other operational needs. When required by applicable law, ODU will provide notice of material changes and obtain new consent if the change requires consent.