



## BalkanNatureNet's (BNN's) Privacy Notice

### What information do we collect from members/applicants?

In order to participate in BNN, members are required to share their data with BNN; this includes for example name, employment status, educational background, country of residence and e-mail address. It is mandatory for every member to publish a member profile in the internal member section of BNN and keep it updated at all times. Members provide their real name and background and do not use any aliases or fake profiles to ensure professional networking and real-life contacts within the network BNN.

Your member profile data will only be visible to other members of BNN within the internal member section. Anonymous member data (e.g. member statistics of BNN: members per country or fields of expertise) might be publicly available on BNN's main website.

We use cookies for enabling the internal member section and in order to keep the member logged in continuously for all pages.

### How we use your information

The personal data of members (member profile) will be stored by BNN and used for internal statistic purposes (e.g. monitoring of BNN's developments and trends).

BNN will not exchange private data of members with third parties. Private data are only collected to be shared within the internal members of BNN for the purpose of professional networking. Third parties might be granted access to the website, the member section and its content for maintenance and updating of technical aspects. In these cases third parties will sign a confidentiality agreement.

Members link their e-mail address to BNN's communication portal and will receive messages from other members and/or the network management team. Communication

### How do we protect your information?

Your personal information will be stored in a secure environment/server. The data is encrypted on the server to which only the top-level administrator is granted with access. External users have no access to any private information. Only a limited number of members of our team have access to your stored data and handle it with confidentiality.

We can not guarantee absolute security for your personal information, but do everything in our power to secure personal data.

We encourage members to use safety precautions (e.g. secure passwords, e-mail addresses, etc.) when logging into our internal member section. Violations against our ethical values and any abuse of information (e.g. sending SPAM, commercial use, etc.) gathered in our network will not be tolerated.

### Using the member section of BNN

Members are responsible to share data within the internal member section that they either have the full rights of the content or that the member is authorized to share the content with BNN.

### What happens to your data, if your membership is terminated?

After the termination of a membership BNN will delete contact data that can identify the respective member (e.g. e-mail-addresses and other contact data that was provided by the member). Other data of the member (e.g. expertise, work experience, country of residence, duration of membership, etc.) will be kept anonymously by BNN for internal statistic purposes.

Any posts, comments or uploads you conducted within our internal members section or on the main website will not be deleted after the termination of your membership. Your name will be replaced by "inactive user", but your private data will not be visible anymore.

## Changes to our privacy policy

Our privacy policy will be updated and adapted if need be. We will inform members about changes to our privacy policy in advance.

## You need to give us your consent

Before we store, process or collect your personal information, we will need your consent to do so. When submitting your registration form and therefore applying to a membership with BNN, you accept our privacy policy and our general terms of use and give us your consent for publishing your information in your personal member profile as well as storing and processing your information for internal purposes.

## Access to your personal information

Basically the information we have from you will come directly from your member profile and your activities (e.g. postings, uploads, etc.) in our network. In addition we keep track on your membership duration and activities and responsibilities within BNN. You can send a written request to [members@balkanature.net](mailto:members@balkanature.net) to receive a listing of all the information we have from you. Or you may also list your submitted information by selecting your own profile where all the posts appear.

