

PROCESSING UNDER THE PURVIEW OF PDPA

This Data Protection Notice (“Notice”) sets out the basis which TGI Singapore Pte Ltd (“we”, “us”, or “our”) may collect, use, disclose or otherwise process personal data of our customers in accordance with the Personal Data Protection Act (“PDPA”). This Notice applies to personal data in our possession or under our control, including personal data in the possession of organisations which we have engaged to collect, use, disclose or process personal data for our purposes.

COLLECTION AND PROCESSING OF PERSON DATA ON BEHALF OF

TGI Singapore Pte Ltd is an event agency that provides services related to the organisation of conferences and events.

We process data on behalf of The Dermatological Society of Singapore and The International League of Dermatological Societies (ILDS) in order to organise the 25th World Congress of Dermatology in Singapore (WCD).

The data processed is collected by Triumph Group International and stored on its servers in Italy in accordance with the provisions of the EU GDPR.

Under the following links you will find further information on the subject of data protection of our partners:

- The Dermatological Society of Singapore: <https://www.dermatology.org.sg/>
- The International League of Dermatological Societies (ILDS): <https://ilds.org/privacy-policy/>
- Triumph Italy s.r.l: <https://www.triumphgroupinternational.com/privacy-policy/>

PERSONAL DATA

As used in this Notice:

“customer” means an individual who (a) has contacted us through any means to find out more about any goods or services we provide, or (b) may, or has, entered into a contract with us for the supply of any goods or services by us; and

“personal data” means data, whether true or not, about a customer who can be identified: (a) from that data; or (b) from that data and other information to which we have or are likely to have access.

Depending on the nature of your interaction with us, some examples of personal data which we may collect from you include name, residential address, email address and date of birth.

Other terms used in this Notice shall have the meanings given to them in the PDPA (where the context so permits).

COLLECTION, USE AND DISCLOSURE OF PERSONAL DATA

We generally do not collect your personal data unless (a) it is provided to us voluntarily by you directly or via a third party who has been duly authorised by you to disclose your

personal data to us (your “authorised representative”) after (i) you (or your authorised representative) have been notified of the purposes for which the data is collected, and (ii) you (or your authorised representative) have provided written consent to the collection and usage of your personal data for those purposes, or (b) collection and use of personal data without consent is permitted or required by the PDPA or other laws. We shall seek your consent before collecting any additional personal data and before using your personal data for a purpose which has not been notified to you (except where permitted or authorised by law).

Our work involves the processing of data collected on the World Congress of Dermatology website. The scope of work includes but is not limited to the following:

- a) establishing a registration procedure for attendees, including all speakers, and a registration database;
- b) to extend invitations as instructed by DSS/ILDS to persons to speak at all sessions of the Singapore WCD and making all necessary arrangements with the same;
- c) communication with delegates and sharing information related to the congress WCD2023;
- d) implement all the necessary steps to formalize and manage the participation in the event;
- e) to evaluate the scholarship applications and awarding the prizes;
- f) performing obligations in the course of or in connection with our provision of the goods and/or services requested by you;
- g) verifying your identity;
- h) responding to, handling, and processing queries, requests, applications, complaints, and feedback from you;
- i) managing your relationship with us;
- j) processing payment or credit transactions;
- k) complying with any applicable laws, regulations, codes of practice, guidelines, or rules, or to assist in law enforcement and investigations conducted by any governmental and/or regulatory authority;
- l) any other purposes for which you have provided the information;
- m) transmitting to any unaffiliated third parties including our third party service providers and agents, and relevant governmental and/or regulatory authorities, whether in Singapore or abroad, for the aforementioned purposes;
- n) photographs, videos and other audio-visual information; and
- o) any other incidental business purposes related to or in connection with the above.

We may disclose your personal data:

- a) where such disclosure is required for performing obligations in the course of or in connection with our provision of the goods and services requested by you; or

- b) to third party service providers, agents and other organisations we have engaged to perform any of the functions with reference to the above mentioned purposes.

COLLECTION OF PHOTOGRAPHS AND/OR AUDIO-VISUAL FOOTAGE

During WCD congress or event, attendees may be photographed and videotaped by TGI Singapore Pte Ltd or its partners capturing the event. Some of these photographs or videos may be displayed by TGI Singapore Pte Ltd in future publications or materials connected with the event as well as social media. For WCD promotional purposes, during the event photos of participants will be taken. The photos will be subsequently published on social media. These photos will not allow, directly or indirectly, the univocal identification of the participants as their faces will not be clearly visible and they will not be identified with name and surname. In any case, if you believe that the data controller has not respected the specification above or that there is a violation of your rights as provided by law on copyright and/or data protection, please write to us at the following address dpo@thetriumph.com. TGI Singapore Pte Ltd, once received your complaint, will evaluate if the photo can continue to be published on social media or not and will subsequently inform you.

WITHDRAWING YOUR CONSENT

The consent that you provide for the collection, use and disclosure of your personal data will remain valid until such time it is being withdrawn by you in writing. You may withdraw consent and request us to stop collecting, using and/or disclosing your personal data for any or all of the purposes listed above by submitting your request in writing or via email to our Data Protection Officer at the contact details provided below.

Upon receipt of your written request to withdraw your consent, we may require reasonable time (depending on the complexity of the request and its impact on our relationship with you) for your request to be processed and for us to notify you of the consequences of us acceding to the same, including any legal consequences which may affect your rights and liabilities to us. In general, we shall seek to process your request within thirty (30) business days of receiving it.

Whilst we respect your decision to withdraw your consent, please note that depending on the nature and scope of your request, we may not be in a position to continue providing our goods or services to you and we shall, in such circumstances, notify you before completing the processing of your request. Should you decide to cancel your withdrawal of consent, please inform us in writing.

Please note that withdrawing consent does not affect our right to continue to collect, use and disclose personal data where such collection, use and disclose without consent is permitted or required under applicable laws.

ACCESS TO AND CORRECTION OF PERSONAL DATA

If you wish to make (a) an access request for access to a copy of the personal data which we hold about you or information about the ways in which we use or disclose your personal data, or (b) a correction request to correct or update any of your personal data which we hold about you, you may submit your request in writing or via email to our Data Protection Officer at the contact details provided below.

Please note that a reasonable fee may be charged for an access request. If so, we will inform you of the fee before processing your request.

We will respond to your request as soon as reasonably possible. In general, our response will be within thirty (30) business days. Should we not be able to respond to your request within thirty (30) days after receiving your request, we will inform you in writing within thirty (30) days of the time by which we will be able to respond to your request. If we are unable to provide you with any personal data or to make a correction requested by you, we shall generally inform you of the reasons why we are unable to do so (except where we are not required to do so under the PDPA).

PROTECTION OF PERSONAL DATA

To safeguard your personal data from unauthorised access, collection, use, disclosure, copying, modification, disposal or similar risks, we have introduced appropriate administrative, physical and technical measures such as up-to-date antivirus protection, encryption, use of privacy filters, and disclosing personal data both internally and to our authorised third party service providers and agents only on a need-to-know basis.

You should be aware, however, that no method of transmission over the Internet or method of electronic storage is completely secure. While security cannot be guaranteed, we strive to protect the security of your information and are constantly reviewing and enhancing our information security measures.

ACCURACY OF PERSONAL DATA

We generally rely on personal data provided by you (or your authorised representative). In order to ensure that your personal data is current, complete and accurate, please update us if there are changes to your personal data by informing our Data Protection Officer in writing or via email at the contact details provided below.

RETENTION OF PERSONAL DATA

We may retain your personal data for as long as it is necessary to fulfil the purpose for which it was collected, or as required or permitted by applicable laws.

We will cease to retain your personal data, or remove the means by which the data can be associated with you, as soon as it is reasonable to assume that such retention no longer serves the purpose for which the personal data was collected, and is no longer necessary for legal or business purposes.

TRANSFERS OF PERSONAL DATA OUTSIDE OF SINGAPORE

In order to create a profile and to register for the 25th edition of the World Congress of Dermatology (WCD), it is necessary to collect the personal data listed below. This information is stored on our server in Italy (EU-GDPR - European Union):

- Title
- Name

- Surname
- Gender
- Country of residence
- Province/State
- Municipality of residence
- Address
- Postal code
- Phone
- Mobile Phone
- E-Mail
- Company Name
- Passport/NRIC/FIN
- For residents and medical students: Proof of status

TGI Singapore Pte Ltd internal employees may be located outside Singapore and may access personal data stored in Singapore for their daily business operations. If TGI Singapore Pte Ltd employees process data outside of Singapore, they will do so only with internal authorized IT equipment that strictly meets all internally defined protection and security requirements. All TGI Singapore Pte Ltd employees undergo the necessary awareness training to comply with data protection obligations and ensure secure data processing.

TRANSFERS OF PERSONAL DATA TO SPONSORS/EXHIBITORS

Please note that by scanning the badge at one of the stands of the Congress or Symposium, the participant gives his/her consent to the WCD Organising Secretariat to transmit the participant's personal data to the respective exhibitors/sponsors. By scanning the badge, you unambiguously consent to the processing of the personal data concerning you.

If you accept to have your badge scanned by any sponsor/exhibitor, the sponsor/exhibitor will receive access to the following personal data:

- Title
- Name
- Surname
- Address
- Contact Information (E-Mail and phone)
- Profile Information (professional activity, place of work and fields of interest)

To ensure a compliant data transfer with the exhibitors/sponsors and to keep the shared data secured and protected according to the official data protection regulations, TGI SINGAPORE PTE LTD has set up specific data protection agreements and conducted an extensive due diligence to measure the security capabilities of all sponsors. All user rights and privacy obligations remain as stated in this Privacy Policy.

If you do not agree to personal data being disclosed to the sponsors/exhibitors, please refrain from scanning the badge.

TRANSFERS OF PERSONAL DATA TO THIRD PARTY SERVICE PROVIDORS

In order to provide our users with a comprehensive range of services, TGI SINGAPORE PTE LTD may share personal data with third-party service providers. The following list is intended to help our users track the use of their personal data transparently and in accordance with the law:

Service Provider	Purpose	Data Types
Kyanon Digital. (Congress App)	To provide personal data to sponsors/exhibitors and to enable interaction features with other users active in the app, e.g., virtual business card exchange.	<ul style="list-style-type: none">• Name• Surname• Email• Mobile phone or company phone,• Professional role,• Place of work.
Hotel Pan Pacific Singapore	To provide a rooming list of the participants that stay at the hotel.	<ul style="list-style-type: none">• name & surname• dietary restrictions and/or disability• credit card information

To ensure a compliant data transfer with integrated third-party vendors and to keep the shared data secured and protected according to the official data protection regulations, TGI SINGAPORE PTE LTD has set up specific data protection agreements and conducted an extensive due diligence to measure the security capabilities of all partners. All user rights and privacy obligations remain as stated in this Privacy Policy

DATA PROTECTION OFFICER

You may contact our Data Protection Officer if you have any enquiries or feedback on our personal data protection policies and procedures, or if you wish to make any request, in the following manner:

Martina Troppmair

thetriumph@resguard-solutions.com

Please visit following link to reach out to us for any query:

<https://www.resguard-solutions.com/portal/dpo/dashboard/82388f3285f8d02e8ed8c7fef81d7602/>Data Protection Request

PROCESSING UNDER THE PURVIEW OF EU GDPR

We are committed to respecting your rights as a data subject if the processing of your personal data falls under the purview of European Union General Data Protection Regulations (EU GDPR).

Legal justifications for the processing of personal data

We may process Personal Data under the following conditions:

- Consent: You have given Your consent for processing Personal Data for one or more specific purposes.
- Performance of a contract: Provision of Personal Data is necessary for the performance of an agreement with You and/or for any pre-contractual obligations thereof.
- Legal obligations: Processing Personal Data is necessary for compliance with a legal obligation to which the Company is subject or complying with any applicable laws, regulations, codes of practice, guidelines, or rules, or to assist in law enforcement and investigations conducted by any governmental and/or regulatory authority.
- Vital interests: Processing Personal Data is necessary in order to protect Your vital interests or of another natural person.
- Public interests: Processing Personal Data is related to a task that is carried out in the public interest or in the exercise of official authority vested in the Company.
- Legitimate interests: Processing Personal Data is necessary for the purposes of the legitimate interests pursued by the Company.
- Communication: to verify your identity and responding to, handling, and processing queries, requests, applications, complaints, and feedback from you.
- Payment: Processing payment or credit transactions.

We may disclose your personal data:

- where such disclosure is required for performing obligations in the course of or in connection with our provision of the goods and services requested by you; or
- to third party service providers, agents and other organisations we have engaged to perform any of the functions with reference to the above mentioned purposes.

We generally use the following legal justifications for processing personal data: (1) Given consent to the processing (Art. 6(1)(a) GDPR; "Consent Justification"), (2) processing is necessary to (a) fulfil a contract signed by you (Art. 6(1)(b) GDPR; "Contract Justification"), (b) compliance with a legal obligation (Art. 6(1)(c) GDPR; "Legal Obligation Justification"), and (c) realizing a legitimate interest (Art. 6(1)(f) GDPR; "Legitimate Interest Justification").

Data Subject Rights

Under the GDPR, individuals can exercise following:

the right of access
the right to rectification
the right to erasure
the right to restrict processing
the right to data portability
the right to object to processing
the rights in relation to automated decision making and profiling

Exercising of Your GDPR Data Protection Rights

You may exercise Your rights of access, rectification, cancellation and opposition by contacting our Data Protection Officer. Please note that we may ask You to verify Your identity before responding to such requests. If You make a request, We will try our best to respond to You as soon as possible.

You have the right to complain to a Data Protection Authority about Our collection and use of Your Personal Data. For more information, if You are in the European Economic Area (EEA), please contact Your local data protection authority in the EEA.

DATA PROTECTION OFFICER

You may contact our Data Protection Officer if you have any enquiries or feedback on our personal data protection policies and procedures, or if you wish to make any request, in the following manner:

Studio Legale Maglio & Partners - P. IVA 02846860167

dpo@thetriumph.com

EFFECT OF NOTICE AND CHANGES TO NOTICE

This Notice applies in conjunction with any other notices, contractual clauses and consent clauses that apply in relation to the collection, use and disclosure of your personal data by us.

We may revise this Notice from time to time without any prior notice. You may determine if any such revision has taken place by referring to the date on which this Notice was last updated. Your continued use of our services constitutes your acknowledgement and acceptance of such changes.