

Federation of Japanese Cosmetic Ingredients Associations PRIVACY NOTICE

Federation of Japanese Cosmetic Ingredients Associations which has its registered offices at Kishimoto Bldg. 1F, 2-2-1 Marunouchi, Chiyoda-ku, Tokyo 100-0005, Japan offers services for exhibitions and other related services. This Privacy Notice is issued to you, the Data Subject, to inform you of our collection, access, usage and processing of your personal data in the way described below.

1. Categories of personal data We hereby inform you that we collect, use and process the following categories of your personal data: Name, Address, Company name, Company address, Division and position in company, Company Phone Number, Company Facsimile Number, Email Address, Business Category, Job Category

2. Legal basis and purpose: General Data Protection Regulation (GDPR), we hereby inform you that we use your personal data for the purpose of providing you the following services:

Collected personal information will be used to carry out procedures related to your exhibition at, and participation in, the exhibition, conference, and/or seminar. It will also be used for related purposes, for example to provide information about other events with which the organizer is involved, industry information, and other information.

In addition, your personal data may be converted into statistical or aggregated data which cannot be used to identify you and then used to produce statistical research and reports. This aggregated data may be shared and used in the ways described above.

Federation of Japanese Cosmetic Ingredients Associations processes your personal data in its interest as well as in your interest, so Federation of Japanese Cosmetic Ingredients Associations provides and you receive the related services that you have requested, and other related services specified in the above.

3. Retention periods We keep your personal data as long as there is a statutory or legal requirement to do so or in order to provide the aforementioned services to you. For accounting or auditing purposes we may retain your personal data for a period of time after our direct business dealings have ended.

4. Data storage and transfer If you permit the information on your attendee badge to be scanned at exhibitors' booths at the exhibition venue, your registered information will be provided to the owners of those booths. Collected personal information may also be provided to sponsors and corporate partners so that they can provide information about future events and other opportunities. Additionally, if you participate in presentations or seminars, your registered information may be provided to instructors and staff involved with those programs. If the exhibition is being held at the same time as another exhibition and attendees are permitted to register to participate in multiple exhibitions at the same time, your registered information may be provided to the organizers of those other exhibitions.

5. Prior consent Where we require access to your Personal Data that GDPR considers Sensitive, we will seek separate explicit consent from you prior to obtaining that data.

6. Your rights as a customer you have a number of rights, among them: the right to request access to your personal data, to have it corrected or deleted, and the right to object to our processing of your personal data. For further information on these rights please refer to our About the Handling of Personal Information:

Online link to About the Handling of Personal Information:

<https://www.citejapan.info/en/privacy.html>

If you require assistance or further information about how your personal data is used by us please contact our Data Protection Team via email: cite@jtbcom.co.jp If you are not completely satisfied with how your personal data request was handled then you may contact your local Data Protection Supervisory Authority.