

EBBC 2024 PRIVACY POLICY

This Privacy Policy describes what personal data VsĮ Palangos orkestras (“we”, or “us”) collects and how we use (process) them, with whom we share our visitors („you“) personal data, which we collect when you browse our website <https://orkestras.pro/ebbc-2024> (“the Website”), or when you choose to contact us or provide us with your personal data through the Website or E-mail. This Privacy policy is made in accordance with European Brass Band Association („EBBA“), which we call as The main data controller, Privacy policy. EBBA is accountable for the process of personal data during the European Brass Band Championship („Competition“) as an organizer together with VsĮ Palangos orkestras.

What we are?

The European Brass Band Association (EBBA) is an organisation that promotes and supports brass band music in Europe. It organises the European Brass Band Championship, a competition for brass bands from different countries, and also offers support and resources for brass band musicians and organisations. EBBA also works to promote cultural exchange and collaboration between brass bands across Europe. The organisation’s goal is to promote the brass band culture and music throughout Europe.

VsĮ Palangos orkestras is a local organiser for the EBBC 2024 Palanga, Lithuania.

The main data controller

European Brass Band Association

Adress: Charles de Kerchovelaan 17, 9000 Ghent – Belgium

E-mail: general.ebba@gmail.com

Data controller

VsĮ Palangos orkestras is an organization incorporated and registered under the laws of Lithuania, with legal entity code 304423958, having its registered office address at Grafų Tiškevičių avenue 1, LT-00135 Palanga, is the data controller of your personal data. You can contact our Institution regarding any questions related with your data protection and privacy using email address below or write message in our webpage with topic “Personal data related request” Our contact e-mail address is info@orkestras.pro

HOW WE USE YOUR PERSONAL DATA?

We will only collect and process your personal data when the law allows us to. Most commonly, we will collect and process your personal data in the following circumstances:

- When we need to perform the contract, we have entered with you or we are about to enter into and we need to take certain steps at your request.
- When we need to comply with a legal or regulatory obligation.
- When it is necessary for our legitimate interests and your interests and fundamental rights do not override those interests.
- When you consented to data collection and processing for the particular purpose.

WHAT PERSONAL INFORMATION DO WE PROCESS?

We collect and use personal information about:

- Performers - competing band personnel including those under 18
- Sponsors

- European Youth Brass Band participants
- Other individuals who come into contact with the organization as part of its normal planning and operation

When we refer in this Privacy Policy to “*personal data*” we are referring to data about you (or other natural person) from which you could be identified directly or that makes you identifiable indirectly by one or more factors related and specific to you such as your name, your contact details, online identifier and even your IP address.

When we want hire you as artist or organization

When you want make cooperation with us. We only collect the personal information that we need in order to carry out our business:

- Name (first name, last name) or organization name
- Email address
- Phone number
- Birth day
- Postal Address
- Bank Details
- VAT code

The purpose of processing – to make commercial and contractual agreements with artists, composers, bands, arrangers and others involved in EBBC 2024

Legal basis for processing – the performance of the contract between us and you as Private person or organization necessity to take steps at your request before entering into a contract

The period of data storage – 10 years after cease using our services in case contract is signed or one year if there are no further actions and services agreed after submission of contact form.

If you are participant of the Competition

We may receive personal data of a participant (band or artists) from EBBA that we need in order to register for the Competition:

- Name (first name, last name)
- Representative name (if the participant is under 18)
- Organization name
- Age
- Gender
- Email address
- Phone number
- Shirt size
- Musical instrument

The purpose of processing – to obey registration rules as defined in EBBA Rules & Regulations

Legal basis for processing – the performance of the contract between us and you as Organization or artist necessity to take steps at your request before entering into a contract.

The period of data storage – 10 years after cease using our services in case contract is signed or one year if there are no further actions and services agreed after submission of contact form.

If you communicate with us

When we contact us by corresponding with us, including via e-mail and Website, in order to answer to your requests:

- Your name (first name, last name)
- Company name
- Address
- E-mail address
- Phone number
- Other personal information you provide in your communication with us or is necessary to respond to your request
- Technical data (IP address, location, device, browser, etc.) if you communicate through electronic means

The purpose of processing – to answer to artists, sponsors, organizations or Website visitors questions and requests.

Legal basis for processing – the performance of the contract between us and you as organization or artists necessity to take steps at your request before entering into a contract or our legitimate interest.

The period of data storage – 180 days after request was solved

If you file a complaint with us

When you file any complaint in connection with our services, we are obliged to handle the complaint and we must therefore process:

- Your name (first name, last name)
- Company/organization name
- Date of the complaint
- E-mail address
- Other personal information you provide in your complaint
- Technical data (IP address, location, device, browser, etc.) if your complaint is submitted by electronic means

The purpose of processing – handling of Clients complaints

Legal basis for processing – to comply with legal obligation

The period of data storage – 1 year from the date of the final reply to the complainant

If we take photos and video footages at Competition

If you are artists, visitors, participants of Competitions at Competitions we take photos and video footages and those upload into Website. We inform society about performing event and must therefore process:

- Video footages and photo of participants, visitors, artists behaviour and movement.

The purpose of processing – to inform society about performing event

Legal basis for processing – Our legitimate interest.

The period of data storage – Unlimited or 5 days after the data subject requirement to delete personal data If we process personal data not according to our Privacy policy.

If you are a visitor of our Website

As you visit or interact with our Website, we may automatically collect Technical Data about your equipment, browsing actions and patterns. We collect this personal data by using cookies, session logs and other similar technologies. For this, we also may use Google Analytics tool, which lets us to collect and analyze the relevant data. You can learn more about how Google Analytics works and the information it allows us to collect and analyze [here](#).

We use cookies to improve our Website, make your browsing experience and our business decisions better. Please see our *Cookie Policy* for further details. Other data collected for users browsing our website through electronic means (PC's, tablet's, smartphones and any other applicable devices):

- IP address
- Your location (region you came from to our Website)
- Your device you are browsing from and the browser you use
- What content you are interested on our Website (the sites you visit and the content you read)
- Referrer website (the website that linked you to our website, if any)

The purpose of processing – allow correct functioning of our webpage and to improve our Website and users experience

Legal basis for processing – our legitimate interest (IT security, marketing) and your consent for processing data for particular purpose (e.g. the use of cookies)

The period of data storage – depends on technologies used for data collection

If you shall not provide us your personal data

In case we need to process personal data by legal obligation or under the terms of a contract we have entered with you (or if we need to take steps at your request prior to entering into a contract) and you do not provide us with this personal data, we may not be able to comply with legal requirements and provide our services to you or will not be able to conclude and execute a contract with you.

Links to other sites

Our Website may contain links to other sites, e.g. links to social media websites such as our LinkedIn (<https://www.instagram.com/palangosorkestras/>), Meta (Facebook) (<https://www.facebook.com/palangosorkestras>) and YouTube (<https://www.youtube.com/@palangosorkestras4538>) accounts. This Privacy Policy is applicable only with respect to our Website, therefore we strongly recommend to review privacy policies of any websites that you may reach by following hyperlinks presented on our Website. We have no control and no responsibilities with regard to any content or data processing by controllers of such other websites. More details on this topic is presented in Cookie policy.

WHO CAN WE SHARE YOUR DATA WITH?

We put our best efforts to keep your data safe and always require the high level of security and confidentiality from our employees and partners. We can transfer personal data in the cases allowed by legal acts to third parties:

- Courts, police, other legal enforcement institutions and other Government bodies such as Tax inspectorate who have a legal right to request information.

In some cases, when we provide your personal data to third parties, those third parties may process your personal data as independent data controllers. In such cases, we are not responsible for processing of your personal data performed by such third parties.

WHERE DO WE PROCESS YOUR PERSONAL DATA?

We process your personal data not only in Lithuania but another European Union countries.

WHAT ARE YOUR RIGHTS?

As a data subject you have a number of rights in relation to your personal data. You can exercise the rights that are mentioned further by contacting us at info@orkestras.pro

- **The right of access** – you may, at any time, request access to the personal data that we hold which relates to you and receive a copy of data that we hold about you in order to enable you to check that it is correct and to ensure that we are processing that personal data lawfully.
- **The right to rectification**– you may, at any time, request us to correct personal data that we hold about you which you believe is incorrect or inaccurate. We may ask you to verify any new data that you provide to us and may take our own steps to check that the new data you have supplied us with is right
- **The right to erasure (“right to be forgotten”)** – you may also ask us to erase personal data if you do not believe that we need to continue retaining it. We are not always obliged to erase personal data when asked to do so; if, for any reason, we believe that we have a good legal ground to continue processing of your personal data that you have asked us to erase (e.g. your personal data is still processed for other legitimate purposes or we have to comply with a legal obligation or for the establishment, exercise or defense of legal claims). If personal data is erased under your request, we will only retain such copies of the information as are necessary for us to protect our or third parties’ legitimate interests, comply with governmental orders, resolve disputes, troubleshoot problems, or enforce any agreement you have entered into with us.
- **The right to restrict processing** – in those situations when processing of your personal data is based on our legitimate interest you are entitled to ask us to stop processing it in that way if you feel that our continuing to do so impacts on your fundamental rights and freedoms or if you feel that those legitimate interests are not valid. You may also ask us to stop processing your personal data in these situations:
 - i. if you dispute the accuracy of personal data we are processing and want us to verify that data's accuracy
 - ii. where it has been established that our use of the data is unlawful but you do not want us to erase it
 - iii. where we no longer need to process your personal data (and would otherwise dispose of it) but you wish for us to continue storing it in order to enable you to establish, exercise or defend legal claims
- **The right to data portability** – you can ask us to provide you or transmit those data directly to another controller of your choice, where technically feasible, certain personal data that we hold about you in a structured, commonly used machine-readable format. However, you must keep in mind that you may exercise the right of data portability only on data that is processed based on your consent or on a performance of a contract between you and us and that is being processed by automated means. We can guarantee only transferring data to you in such occasions and cannot be responsible with technical compatibility of other party systems where data transfer is requested.
- **The right to withdraw consent regarding processing of personal data** – you may withdraw your given consent for processing of personal data for particular purposes at any time by informing us at email info@orkestras.pro or following the procedure that was specified before obtaining your consent.
- **The right to object (to automated decision making and profiling)** – you have the right to be informed about the existence of any automated decision making and profiling of your personal data and where appropriate, be provided with meaningful information about the logic involved, as well as the significance and the envisaged consequences of such processing that affects you.

- **The right to lodge a complaint with a supervisory authority** – if you think that your rights have been violated, you may file a complaint to a State Data protection Inspectorate (L. Sapiegos str. 17, LT-10312 Vilnius , phones: +370 5 271 2804 / 279 1445, fax +370 261 9494, email ada@ada.lt) or any other EU country data protection regulator of your choice.

How can you exercise your rights?

You can submit a request by sending it by mail or e-mail. The request must provide sufficient details that allow us to properly understand, evaluate, and respond to it (should be clear, include your name, information about what rights and to what extent you wish to exercise, and how you would like to receive a response and the request must be signed). If you submit your application electronically, the information will also be provided electronically, unless you request in advance to provide it in different way.

Your request must also provide sufficient information that allows us to reasonably verify you are the person or an authorized representative of a person whose personal data we are processing. If your request is submitted by an authorized representative, a written authorization (power of attorney) and information that verifies the identity of the representative must be enclosed with the request.

We cannot provide you with the information or exercise your other right if we cannot verify your identity. If we cannot identify you from the information provided or if we have reasonable doubts about your identity, we may request additional you to provide additional information about yourself.

We will endeavor to process your requests and provide you with the information as soon as possible, but no later than 30 calendar days from the date of receipt of your request. If due to certain circumstances, such as the complexity of the submitted request (e.g. if it is necessary to seek the assistance of data processors) or the large number of other requests processed by the us, the period may be extended up to two further months. In such case we will inform you of any extension within one month of the receipt of your request together with the reasons for the delay. Requests are processed and information and data are provided free of charge, but we reserve the right, in certain cases, to either waive your rights (where the request is unreasonable or disproportionate or repetitive), or the provision of information may be subject to charges – a reasonable fee taking into account the administrative costs of providing information or communication.

UPDATES OF THE PRIVACY POLICY

We may change this Privacy Policy from time to time based on changes to applicable laws and regulations or other requirements applicable to us, changes in technology, or changes to our business. Any changes we make to the Privacy Policy in the future will be posted on our Website at <https://orkestras.pro>. We may also notify you directly via our website about the changes and the effective date of the updated Privacy. We encourage you to review the information and any changes to our Privacy Policy regularly. If you continue to use our services after the effective date that will mean that you have accepted the changes.

This Privacy Policy was last updated in November 2023.