

Privacy policy

Effective Date: August 23rd, 2020.

Ozack (“Ozack”, “us” or “we”) understand that your privacy is important to you. We are committed to respecting your privacy and protecting your personal data, which is any information that is capable of identifying you as an individual person. This Privacy Policy describes how we handle and protect your personal data in connection with Ozack's business activities, like conferences and events, and client services, and on websites, applications, and communications that post a link to this Privacy Policy (collectively, “the Sites”), in our capacity as data controllers. Please see our Terms of use for more information about our online terms and policies in general.

Information we collect

Ozack collects personal data in the course of its business activities, including in connection with some client services. We also collect personal data when you register for or apply for jobs at Ozack. The personal data collected varies and may include information that you provide, such as your name, mailing address, e-mail address, telephone number, fax number, and background information required to apply for a job.

Your rights

Where granted by applicable law, you may have the right to request access to the personal data that we have collected about you for the purposes of reviewing, modifying, or requesting deletion of the data. You may also have the right to request a copy of the personal data that we have collected about you and to have any inaccuracies in that data corrected. In certain circumstances, you may also request that we cease processing your personal data.

If you would like to make a request to access, review, or correct the personal data we have collected about you, or to discuss how we process your personal data, please contact us at cvi@ozack.dk. To help protect your privacy and security, we will take reasonable steps to verify your identity, such as requiring an E-mail address and verification of your identity, before granting access to your personal data. We will make reasonable attempts to promptly investigate, comply with, or otherwise respond to your requests as may be required by applicable law. Different laws may prevent us from providing access to your personal data or otherwise fully complying with your request depending upon the circumstances and the request, such as for example, where producing your information may reveal the identity of someone else. We reserve the right to charge an appropriate fee for complying with your

request where allowed by applicable law, and/or deny your requests where they may be manifestly unfounded, and/or excessive, or otherwise objectionable or unwarranted under applicable law.

In addition, and where granted by local law, you have the legal right to lodge a complaint with a competent data protection authority: Datatilsynet.

Use of information

We treat data about you to comply with our obligations as data responsible, plus to fulfil contracts and in connection with (data) treatment, to which consent is given.

The data we treat includes:

General personal data

- Name, address, email, telephone number, etc.

Confidential personal information

- CPR nr.

We collect and store your data in connection with specific purposes or other legitimate interests.

This happens when:

We shall fulfil a contract which is signed with the organisation you represent

We store and process your name, telephone number and contact email. Fulfilment of the contract is our legitimate processing reason according to the personal data regulation's article 6, paragraph 1, point b.

We shall document your role in a clinical trial

We shall document responsible and key personal in a clinical trial where we prepare documentation in order to obtain regulatory approval. EU Directive 2001/20/EC, EU Regulation 536/2014.

You participate in a conference and / or event

We process your requests to participate in conferences and events where Ozack is the organizer, co-organizer or speaker. Your consent is our legitimate basis for processing in accordance with article 6, paragraph 1, point a of the Personal Data Regulation.

You apply for a position at Ozack

Through Ozack recruiting, you can apply for positions with Ozack where you can be notified of any potential job openings or other similar opportunities that might be of interest. The Recruitment Privacy Notice describes more in detail how Ozack handle and protect the personal data that we collect in connection with the recruitment process.

Part of the invoicing of delivered services we process the contact person's name plus email

Our legitimate processing reason is according to the personal data regulation's article 6, paragraph 1, point f (balancing rule)

Client services

We may use personal data in the course of our business activities, including in connection with some client services, for example, to provide certain services or products such as our benchmarking products. Fulfilment of the contract is our legitimate processing reason according to the personal data regulation's article 6, paragraph 1, point b.

We process the contact name, email and telephone number as part of potential future cooperation.

Our legitimate processing reason is according to the personal data regulation's article 6, paragraph 1, point f (balancing rule)

You use a contact form on our website

We receive an email where we only use the information you provide in the form to contact you. We process the information based on the consent you provide on the website in connection with filling out the contact form. The consent is our legitimate basis for processing in accordance with article 6, paragraph 1, point a of the Personal Data Regulation.

Transmission to third countries

If your personal data is included in a documentation package that shall be approved in the USA or Japan, we will pass on your data in connection with this.

Such disclosure will only take place in connection with the fulfillment of a contact - either with you or your employer - and always with full transparency in relation to the purpose and the specific recipient, who will typically be a government-regulated body.

We process only relevant personal data about you

We process only personal information about you which is relevant and sufficient in relation to the purposes to which the data is collected. Which information that is sufficient and relevant is dependent on the purposes for which it is used.

With submission of your information you will be informed about the reasons we collect the individual information. We collect, process and store only the personal information that is necessary in relation to the purposes for which it is collected.

There can be legal requirements which are applicable to the data responsible and hence the reason why we collect, process and store personal information.

You can always apply for access in accordance with the process above.

We continuously update personal data when it is possible

We check that the personal information we process about you is not incorrect or misleading. We ensure that your personal data is updated continuously.

Many of our services are dependent upon the information is correct and updated. We ask that you inform us of any errors or changes in your personal information.

Social Networking

By associating your social network account with Ozack using your social network account credentials, you give us permission to access information that you have made available in your public profile for that social network account. The information available in your public profile varies based on the social network and your settings, but may include your email address, real name, profile picture, gender, and location. We use the information we receive from your social network account in accordance with the social network's terms of use and this Privacy Policy. Please refer to the privacy settings in your social network account for information about what data is shared with Ozack and other connected applications and to manage the data that is shared through your account, including information about your activities using our Sites.

If you would like to disconnect a social media account from us, refer to the settings of that social network account and its provider.

Disclosure of personal data: data recipients and international data transfers

Personal data collected in the course of Ozack business activities, including in connection with client services, as well as data obtained from www.ozack.dk, or direct E-mail to Ozack employees may be transferred to Ozack personel as well to third parties collaborating with Ozack when submitting necessary documents to authorities in third countries where the local law may grant you fewer rights than you have in your own country. Additionally, the Ozack's website may be viewed and hosted by Ozack and our third-party service providers in Denmark: IT-relation, Dandomain, WordPress. Where required by law, we have put in place legal structures and procedures designed to ensure adequate data protection of your personal data that is processed by Ozack, connected experts and third party service providers, including the transfer of your personal data to countries other than the one in which you reside. If you would like more information about these legal structures and procedures, which may include the EU's Standard Contractual Clauses, please contact us at the address below. By using any direct E-mail correspondence to Ozack's personel or contact formular on www.ozack.dk and providing information on any of them, you voluntarily consent to such trans-border (to other countries- third countries i.e. when finding a CRO) transfer and hosting of such information.

Ozack will not intentionally disclose or transfer (and will take reasonable steps to prevent the unauthorized or accidental disclosure of) your personal data to third parties without your consent or as otherwise permitted by law, whether for such third parties' own marketing purposes or otherwise, except as follows. Ozack may provide access to your personal data to third party service providers engaged by Ozack to provide services related to the website, online systems and datarooms as well as related to Ozack's business activities, including in connection with some client services, in the manner agreed upon in our client services agreements. We maintain processes designed to ensure that any processing of personal data by third party service providers is consistent with this Privacy Policy and protects the confidentiality, availability, and integrity of your personal data. We also may share your personal data with third party service providers who perform services and functions on our behalf to support our interactions with you, including, for example, processing regulatory materials, administering data, or communicating with you or setting up shared customer folders (i.e. IT-relation)

In addition, we may disclose information about you:

- If we are required to do so by law or legal process;
- To law enforcement authorities or other government officials;
- When we believe disclosure is necessary or appropriate to prevent physical harm or financial loss or in connection with an investigation of suspected or actual illegal activity;
- If disclosure is necessary to protect the vital interests of a person;
- To enforce our Terms of use;
- To protect our property, services and legal rights;
- To prevent fraud against Ozack, Ozack employees and/or business partners;
- To support auditing, compliance, and corporate governance functions; or
- To comply with any and all applicable laws.

In addition, we may disclose or transfer your personal data in the event of a re-organization, merger, sale, joint venture, assignment, or other transfer or disposition of all or any portion of our business while we are working with you.

Security

Ozack has implemented generally accepted standards of technology and operational security to protect personal data from loss, misuse, alteration, or destruction. Only authorized Ozack personnel and third party service providers are provided access to personal data, and these employees and service providers are required to treat this information as confidential. Despite these precautions however, Ozack cannot guarantee that unauthorized persons will not obtain access to your personal data. Personal data will be deleted permanently from our system by your request.

Data retention

Ozack retains personal data during business relationship, as necessary, for the duration of the relevant business relationship.

We may also retain personal data for longer than the duration of the business relationship should we need to retain it to protect ourselves against legal claims, use it for analysis or historical record-keeping, or comply with our information management policies and schedules. If you request that we delete your personal data, Ozack will make reasonable attempts to delete all instances of the information in their entirety. For requests for access, corrections, or deletion, please refer to the “Your Rights” section of this Privacy Policy.

Contact us

If you have any questions about our Privacy please contact us at:

	Organisation data:	Responsible for data:
Name	Ozack Ole Maaløes Vej 3 2200 Copenhagen N Denmark	Ann Christine Korsgaard
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