

As part of its mission to anticipate emerging scientific discoveries and translate them into concrete actions for the benefit of society, the Geneva Science and Diplomacy Anticipator Foundation (hereinafter referred to as 'GESDA') may need to process your personal data in connection with its activities.

SCOPE

This Privacy Policy explains how GESDA collects, uses, and protects your personal data, as well as your rights related to such processing. It provides general information and may be supplemented by specific notices, procedures, or guidelines applicable to certain activities or events.

This privacy policy applies to all personal data processed by full-time and part-time employees, volunteers when acting on behalf of GESDA, contractors and partners doing business on behalf of GESDA, as well as all legal entities, all operating locations in all countries, and all business processes conducted by GESDA.

INFORMATION COLLECTED

What information do we collect?

Depending on your relationship and interactions with GESDA—such as being a participant in our activities, an expert contributor, a partner, or an employee or contractor—we may collect and use the following categories of personal data:

- **Contact and Identification Data:**
First and last name, title, biography, picture, organization, email address, telephone number, country of residence.
- **Professional and Educational Data:**
CVs, institutional affiliations, academic or professional background, areas of expertise, and participation in our initiatives.
- **Participation and Engagement Data:**
Information related to your registration for and involvement in GESDA events, workshops, consultations, expert groups, or collaborative platforms.
- **User Account and Authentication Data:**
Username, password (where applicable), and login credentials used to access secure or restricted parts of GESDA digital services.
- **Online Usage and Interaction Data:**
IP address, browser settings, device type, operating system, cookie data, website usage patterns, email interactions (e.g., newsletter opens, webinar attendance).
- **Social Media and Public Profile Data:**
Publicly available information from platforms such as LinkedIn, or content shared directly with GESDA via social media relevant to your professional engagement.
- **Content and Contribution Data:**
Author information, peer review details, or other data submitted in the context of publications, foresight contributions, or collaborative research.
- **HR Data** *(for employees, applicants, and contractors only):*
Job applications, job descriptions, contracts, annual evaluations, training records, workplace attendance, medical certificates, vacation records, and any disciplinary or administrative actions.
- **Financial Data** *(where relevant, e.g., payments or reimbursements):*
Bank account details, payment information, tax status, and any compensation or reimbursement records.

- **Other Voluntarily Provided Data:**

Any other information you choose to share with us, including feedback, preferences, or materials uploaded through our platforms.

How do we collect your data?

We collect your personal data directly from you or indirectly from third parties when necessary. We collect data and process data when you:

- Register online, subscribe or take part in a GESDA event or activity
- Voluntarily complete a customer survey or provide feedback on any of our message boards or via email
- Use or view our website via your browser's cookies
- Newsletter Subscriptions
- Apply for a job or work with us as an employee, consultant, contractor or volunteer
- Take part in our activities as a stakeholder

GESDA may also receive your data indirectly from the following sources:

- Principals where GESDA is engaged as a service provider
- Service providers engaged by GESDA
- Event partners, co-organisers or co-hosts

How do we use your information?

GESDA uses (and, where specified, shares) your personal information for the following purposes:

- *To provide support or other services.* GESDA may use your personal information to provide you with support or other services that you have asked for, ordered or requested. GESDA may also use your personal information to respond directly to your requests for information, including registrations for webinars, or other specific requests, or pass your contact information to the appropriate GESDA supplier for further follow-up related to your interests.
- *To provide information based on your needs and respond to your requests.* GESDA may use your personal information to provide you with notices of new product releases and service developments.
- *To administer products.* GESDA may contact you if you make use of (digital) products we offer, to confirm certain information (for example, that you did not experience problems in a download process). We may also use this information to confirm compliance with licensing and other terms of use and may share it with your company/institution.
- *To assist in your participation in GESDA activities.* GESDA will communicate with you, if you are participating in certain GESDA activities such as the GESDA Summit, authoring or reviewing a GESDA article, or GESDA humanitarian activities. GESDA may send you information such as update messages related to those activities (such as but not limited to the event's content, and event logistics)
- *To update you on relevant GESDA events and opportunities.* GESDA may communicate with you regarding relevant GESDA events and opportunities.
- *To protect GESDA content and services.* We may use your information to prevent potentially illegal activities and to enforce our terms and conditions.
- *To get feedback or input from you.* In order to deliver products and services of most interest to our stakeholders, we may ask you to provide us input and feedback (for example through surveys).
- *To manage recruitment and employment processes.* GESDA may use your personal information to assess your job application, administer employment-related tasks, and comply with legal and contractual obligations as an employer

If you agree, GESDA will share your personal data with partner institutions so that they may offer you their product and services.

In particular GESDA may share your personal data with:

- Third-party service providers (data hosting company, event management services, maintenance services)
- Third-party institutions or entities with whom we collaborate (International and Academic organizations, including Swiss Embassies abroad, NGOs)
- Administrative authorities to meet legal obligations (Geneva cantonal authorities)
- With donors and financial organizations for reporting purposes

Legal basis for the processing of personal data?

GESDA processes your personal data at least on one of the following legal bases:

- *Your consent.* You give GESDA your consent to the processing of your personal data for a specific purpose according to Article 6(1)(a) of the GDPR.
- *Contractual necessity.* The processing of your personal data is necessary for the performance of a contract you are party or in order to take steps at your request prior to entering into a contract according to Article 6(1)(b) GDPR.
- *Compliance with legal obligations.* The processing of your personal data is necessary for compliance with legal obligations to which GESDA is subject according to Article 6(1)(c) GDPR.
- *Vital interest.* The processing of your personal data is necessary in order to protect your vital interests or of another natural person according to Article 6(1)(d) GDPR.
- *Public interest.* The processing of your personal data is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in GESDA according to Article 6(1)(e) GDPR.
- *Legitimate interest.* The processing of your personal data is necessary for the purposes of the legitimate interests pursued by GESDA or by a third party according to Article 6(1)(f) GDPR.

Data Retention and Storage?

Any processing of personal data must be appropriate, relevant, and limited to what is strictly necessary to achieve the specific, legitimate purpose for which the data was collected. GESDA processes and retains your personal data only for as long as required to fulfil contractual or legal obligations, for the purposes for which it was originally obtained, while our legitimate interests remain valid, or until you withdraw your consent.

Once these conditions no longer apply, your data is deleted. In some cases, we may be legally obligated to retain certain data for extended periods due to statutory limitation periods or mandatory retention rules. Where data is kept solely for statistical purposes, it is anonymized so that you can no longer be identified.

GESDA securely stores your data either in Switzerland, or Europe, ensuring its protection against unauthorized access, alteration, or loss.

Outreach

GESDA would like to send you information that we think you might like about our activities and upcoming events, as well as those of our partner companies:

If you have agreed to receive outreach by subscribing to our newsletter, you may always opt out at a later date.

You have the right at any time to stop GESDA from contacting you for outreach purposes.

If you no longer wish to be contacted for outreach purposes, please send an email to info@gesda.global.

Personal data about minors and children

In general, GESDA does not knowingly collect data from or about children under 16 without the permission of parent(s)/guardian(s). If we learn that we have collected personal information from a child under 16, we will delete that information as quickly as possible. If you believe that we might have any information from or about a child under age 16, please contact us. This is subject to the processing of information on family members of employees, including children, in the course of and for the purposes of the employment relationship.

How will you know if the Privacy Policy is changed?

GESDA may update its Privacy Policy. If we make any material changes a notice will be uploaded on our website prior on the date the change becomes effective. We encourage you to periodically review this page for the latest information on our privacy practices.

TECHNICAL AND REGULATORY INFORMATION

Logging practices

GESDA automatically records the Internet Protocol (IP) addresses of visitors. The IP address is a unique number assigned to every computer on the internet. Generally, an IP address changes each time you connect to the internet (it is a "dynamic" address). Note, however, that if you have a broadband connection, depending on your individual circumstance, the IP address that we collect may contain information that could be deemed identifiable. This is because, with some broadband connections, your IP address doesn't change (it is "static") and could be associated with your personal computer.

As well as recording the IP addresses of users, GESDA may also keep track of sites that users visited immediately prior to visiting GESDA's website and the search terms they used to find it. We keep track of the pages visited on GESDA's website, the amount of time spent on those pages and the types of searches done on them. Your searches remain confidential and anonymous. GESDA uses this information only for statistical purposes to find out which pages users find most useful and to improve the website.

GESDA also captures and stores information that you transmit. This may include:

- Browser/Device type/version
- Operating system used
- Media Access Control (MAC) address
- Date and time of the server request
- Volume of data transferred

External links behaviour

Some of the links on GESDA's websites link to other sites created and maintained by other public- and/or private-sector organizations. GESDA provides these links solely for your information and convenience. When you transfer to an outside website, you are leaving the GESDA domain, and GESDA's information management policies no longer apply. GESDA encourages you to read the privacy statement of each external website that you visit before you provide any personal data.

Cookies and web beacons

Cookies and web beacons are electronic placeholders that are placed on your device by websites to track your individual movements on that website over time. GESDA uses both session-based cookies (which last only for the duration of the user's session) and persistent cookies (which remain on your device and provide information about the session you are in and waits for the next time you use that site again).

These cookies and web beacons provide useful information to GESDA, enabling us to recognize repeat users, facilitate the user's access to and use of our sites, allows us to track usage behaviour, and to balance the usage of our websites on all GESDA web servers.

Tracking cookies, third-party cookies, and other technologies such as web beacons may be used to process additional information, enable non-core functionalities on the GESDA website and enable third-party functions (such as a social media "share" link). We may also include web beacons and other similar technology in promotional email messages to determine whether the messages have been opened. You can set your browser not to accept cookies. The following website: allaboutcookies.org tells you how to remove cookies from your browser. However, in a few cases, some of our website features may not function as a result.

Do Not Track (DNT)

The online advertising industry has self-regulatory initiatives designed to provide consumers a choice in the types of ads they may see online and to conveniently opt-out from online behavioural ads served by some or all the companies participating in these programs. Our websites do not respond to DNT consumer browser settings.

Responses to legal requests

GESDA reserves the right to share your information to respond to duly authorized information requests of governmental authorities or where required by law.

Your data rights

GESDA complies with all applicable data privacy laws and regulations including, but not limited to, the General Data Protection Regulation (GDPR) and the Swiss Federal Data Protection Act and related Ordinance. Under these laws and regulations, you have certain rights to your data, including but not limited to:

- **The right to access** – You have the right to request GESDA for copies of your personal data.
- **The right to rectification** – You have the right to request that GESDA corrects any information you believe is inaccurate. You also have the right to request GESDA to complete information you believe is incomplete.
- **The right to erasure** – You have the right to request that GESDA erases your personal data, under certain conditions.
- **The right to restrict processing** – You have the right to request that GESDA restrict the processing of your personal data, under certain conditions.
- **The right to object to processing** – You have the right to object to GESDA's processing of your personal data, under certain conditions.
- **The right to data portability** – You have the right to request that GESDA transfers the data that we have collected to another organization, or directly to you, under certain conditions.

Should you wish to exercise any of these rights, please send an email request to info@gesda.global with "Data Privacy Request" in the subject line and in the email please identify the specific privacy right you request assistance with. Please note additional information may be requested prior to fulfilling a request and that GESDA reserves the right to charge a fee, where permitted, to cover the cost of certain requests.

Furthermore, you have the right to lodge a complaint with a competent supervisory authority, e.g., against the manner in which your personal data is processed.

How to contact us?

Address

Geneva Science and Diplomacy Anticipator (GESDA)
Fondation Campus Biotech
Chemin des Mines 9
1202 Geneva

Phone number: +41 58 201 02 61

Email: info@gesda.global

Contact to Data Protection Authority in Switzerland

Federal Data Protection and Information Commissioner

Feldegweg 1

3003 Bern

Phone number: +41 58 462 43 95

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