

The privacy policy was last updated on 04/11/2022.

THE PRIVACY POLICY OF THE WEBSITE OF THE LITHUANIAN EDUCATIONAL RESEARCH ASSOCIATION

This website privacy policy of the Lithuanian Educational Research Association, legal entity code 191974021, registered office address 84 H. Manto, LT-92294, Klaipėda (hereinafter - the Association) (hereinafter - the Privacy Policy) contains rules and information about how the Association handles your personal data when you use the Association website <https://lera.lt/> (hereinafter - the Website), what personal data are collected, used and stored for what purpose. In the privacy policy, you will also find information on what rights you, as a data subject, have and how you can implement these rights.

The Association respects the right of every person to privacy and protection of personal data, therefore, it processes your personal data in accordance with the applicable legislation ensuring the protection of personal data - Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 (hereinafter referred to as the "GDPR"), the Law on the Legal Protection of Personal Data of the Republic of Lithuania (hereinafter referred to as the "LR PDPL Law"), and other legal acts regulating the Association's activities. This Privacy Policy implements the provisions of the GDPR, the LR PDPL and other legal acts and does not contradict them.

WHAT PERSONAL DATA OF YOURS DOES THE ASSOCIATION COLLECT AND FOR WHAT PURPOSE?

The Association, in accordance with all data protection principles, processes your personal data only for the legitimate purposes of the Association's activities.

The following are the personal data collected by the Association, which the Association receives only directly from you, and the purposes for which this data is used:

The following personal data is collected:

- For the purpose of admitting a new member: name, surname, email address, date of birth, field of activity, position held, school/workplace name, status, telephone number, and the preferred networks of the Association. These data are collected by entering it on the website <https://lera.lt/>

- **For the purpose of recruitment to the Management Board**, the following personal data are collected: name, surname, email address, field of activity, position held, name of school/workplace, position held on the Management Board, image (photo). The data is collected and published on the website <https://lera.lt/>
- **For the purpose of ordering the Association newsletters**, the following personal data is collected on the Association website <https://lera.lt/>: user name, surname, and email address. The data is collected by entering it on the website <https://lera.lt/>
- **For the purpose of organising conferences, trainings, seminars, projects and similar events and meetings, the following personal data is collected:** name, surname, e-mail address, image (photo), municipality of registered residence, telephone number, date of birth, status, dietary needs.
- **For the purpose of the administration of the membership fee of the members of the Association**, the following personal data is collected: name, surname, bank name, account number, amount paid, transaction number, unique payment code, purpose of payment. The data is collected via the website: <https://lera.lt/>
- **For the purpose of publicising the activities**, the following personal data are collected: image of the data subject, name, surname, specialisation, e-mail address, information on work experience, information on studies. These data are processed on the basis of the data subject's consent.
- **For the purpose of publicising conferences and forums**, the following personal data are collected: the image, name and surname of the data subject. These data are processed on the basis of the data subject's consent.
- **For the purpose of contacting the Association**, the following personal data are collected: your name, surname, telephone number, e-mail address, subject, your message (information contained in the message) to the Association. The data is collected via the website: <https://lera.lt/>
- **For the purpose of publicising conferences and forums**, the following personal data are collected: the image, name and surname of the data subject. These data are processed on the basis of the data subject's consent.
- **For the purpose of contacting the Association**, the following personal data are collected: your name, surname, telephone number, e-mail address, subject, your message (information contained in the message) to the Association. The data is collected via the website: <https://lera.lt/>
- **For the purpose of correspondence with the Association by e-mail**, the following personal data is collected: name, surname, e-mail address. The data is collected via the website: <https://lera.lt/>
- **For the purpose of ensuring the functionality of the website, collecting statistical information and analysing information flows:** cookies are used to collect the location data of the login to the Association's website, information about your actions when using the Association

website, the data about the browser you use, your browsing history, the type of device, IP address. For more information about cookies, please refer to the "Cookies" section of the Privacy Policy.

The Association notes that your personal data may also be processed in order to comply with a legal obligation to which the Association is subject, provided that such processing is provided for by legal requirements. The Association shall inform the data subject of such use of personal data. When processing your personal data, the Association undertakes to implement appropriate technical and organisational measures to ensure the protection of your personal data against accidental or unlawful destruction, alteration, disclosure or any other unlawful processing.

2. ON WHAT LEGAL GROUNDS DOES THE ASSOCIATION PROCESS YOUR PERSONAL DATA?

The Association processes your personal data on the following grounds:

- **Your consent.** If the Association processes your personal data for a specific purpose on the basis of this legal basis, you may withdraw your consent at any time by sending your request to the Association by email to: info@lera.lt
- **Necessity to perform pre-contractual acts, to conclude a contract and to fulfil your obligations under the contract;**
- **The legitimate interests of the Association;**
- **In compliance with laws and other legal acts.**

3. TO WHOM DOES THE ASSOCIATION TRANSFER YOUR PERSONAL DATA?

The association does not provide your personal data to any third parties, except for the individual cases described in this Privacy Policy. The association does not transfer your personal data outside the territory of the European Economic Area (EEA).

-For the organisers of conferences and seminars: only with your prior consent regarding the transfer of your specific personal data, the Association has the right to transfer your personal data to the organisers of conferences and seminars.

- For state and government institutions. The Association can transfer your personal data, if it is required by legal acts or (and) it is necessary to protect the Association's rights, to state and government authorities that supervise the Association's activities, help implement its rights or have jurisdiction over the Association. You will be informed about this in your e-mail. by post.

- For data processors. The Association has the right to transfer your Personal Data to data processors engaged by the Association for the processing of your Personal Data, who provide

services to the Association and process your Personal Data on behalf of the Association as a data controller. These are companies providing newsletters and similar services, companies providing virtual storage or server rental services, the Association points out that the data processors have the right to process your personal data only in accordance with the instructions of the Association and only to the extent necessary for the proper performance of the obligations set out in the contract between the Association and the data processor. The Association, when using data processors, shall ensure that the data processors used by the Association have implemented appropriate organisational and technical security measures and protect the confidentiality of personal data.

4. HOW LONG DO WE KEEP YOUR PERSONAL DATA?

- a) Personal data collected by the Association through the <https://lera.lt> website is stored in printed documents and/or in the Association information systems. Personal data are processed for no longer than is necessary to achieve the purposes of the Association for which it was collected or for no longer than is required by the data subjects and/or provided for by law.
- b) Although the data subject may opt out of the Association services, the Association shall continue to be obliged to retain the data subject's data for possible future claims or legal claims until the expiry of the retention periods.
- c) In any case, your personal data will be stored for a maximum period of time corresponding to the general statute of limitations for legal actions established by the legislation of the Republic of Lithuania. On the date of publication of this Privacy Policy, such a general limitation period is 10 years (Article 1.125(1) of the Civil Code).
- d) If your data are processed by the Association on the basis of your consent, the Association will delete the data immediately after you withdraw your consent. Withdrawal of consent does not affect the lawfulness of the processing based on consent carried out before the withdrawal of consent. You may submit such a request to: info@lera.lt

5. WHAT RIGHTS DO YOU HAVE AND HOW TO IMPLEMENT THEM?

The Association ensures your right to access your personal data processed by the Association and other rights that belong to you. To implement your rights, you can contact the Association by e-mail. email address: info@lera.lt

The Association must implement your rights and inform you about it or refuse to fulfill the request in writing, indicating the reasons for the refusal, no later than within 30 days, except for the cases provided for by legal acts, when such a term can be extended.

For security purposes, the Association has the right to ask you to confirm your identity.

The Association will implement your request free of charge, but the Association has the right to request a reasonable fee if your requests are clearly unreasonable, repetitive, or redundant.

Your rights:

- **The right to be informed and receive information on how the Association processes your personal data and to have access to your personal data processed by the Association** - You have the right to be informed about the processing of your personal data, to be informed whether the Association processes your personal data and, if so, to receive a copy of your personal data and any other relevant information.

- **The right to request rectification of your personal data processed by the Association** - If the data you have provided to the Association has changed or you believe that the information about you processed by the Association is inaccurate or incorrect, you have the right to request that this information be amended, clarified or rectified.

- **The right to request erasure** - the right to "be forgotten" if your personal data is no longer necessary for the purpose for which it was collected, you withdraw your consent to the processing of your personal data, the processing was based on your consent, we are processing your personal data on the basis of a legitimate interest, and you object to such processing, and there are no overriding legitimate reasons for the processing of the data, we are obliged to delete your personal data to comply with a legal obligation to which we are subject, or your personal data has been unlawfully processed.

- **The right to request restriction of processing of your data** - you have the right to restrict the processing of your personal data by the Association if you contest the accuracy of the data and, following an inspection by the Association, your personal data has been unlawfully processed, if your personal data is no longer necessary for the purpose for which it was collected but is necessary for the establishment, exercise or defence of legal claims, if you have objected to the processing of your personal data, as described below, until such time as the Association legitimate grounds have been checked and the Association reasons have prevailed over your reasons.

- **The right to request the transfer of your personal data processed by the Association** - the right to receive the personal data you have provided to the Association or the right to request the transfer of such data to another data controller in a structured, commonly used and computer-readable format, if the processing of your personal data is based on your consent or a contract, and if the processing of your personal data is carried out by automatic means.

- **The right to object to the processing of your personal data** - you have the right to object to the processing of your personal data where your personal data is processed by the Association on the basis of a legitimate interest of the Association or a third party. If you object to the processing of your personal data, such processing will only be continued if the Association reasonably decides that the reasons for processing your personal data override your interests, rights and freedoms, or if the personal data are necessary for the establishment, exercise or defence of legal claims.
- **The right to withdraw consent to the processing of your personal data** - You have the right to withdraw your consent at any time. Withdrawal of consent does not affect the lawfulness of processing based on consent carried out prior to the withdrawal of consent.
- **The right to lodge a complaint with a supervisory authority** - If you are not satisfied with the response you receive regarding the exercise of your rights or if you believe that we are processing your personal data unlawfully, you can always lodge a complaint with the State Data Protection Inspectorate.

6. PROTECTION OF YOUR DATA

The protection of your personal information is important to the Association, therefore, in accordance with the requirements of legal acts and taking into account data processing operations and their nature, the Association takes all necessary technical and organizational measures to protect against the possible destruction, loss, alteration, unauthorized disclosure or unauthorized access to data.

7. COOKIES

The website of the Lithuanian Educational Research Association uses cookies. Cookies small text files that are stored on your device when you visit the Website. Cookies ensure the functionality of the Website, make browsing more convenient, help to distinguish you from other visitors of the Association's Website, and also enable the Association to collect statistical information and to carry out an analysis of information flows.

The following data is collected on the basis of these data:

- general (anonymous) information about the use of the website;
- information enabling the identification and counting of visitors to the website and the monitoring of visitors' visits and activities on the website;

The following personal data is collected when browsing the website of the Lithuanian Educational Research Association without cookies:

- IP address (a unique code that identifies a computer on networks);
- data provided by the visitor to the website himself/herself to the Lithuanian Educational Research Association by contacting the contacts indicated on the website;
- personal data of users of social networks in which the Lithuanian Educational Research Association participates, when they contact the Lithuanian Educational Research Association via social networks (Facebook, LinkedIn, Instagram) or actively participate in them.

We draw attention to that you provide all the information provided on social networks directly to the manager of the social network and the Lithuanian Educational Research Association does not control this data, therefore we recommend that you familiarize yourself with the relevant privacy policies of social networks: Facebook privacy policy is available at <https://www.facebook.com/privacy/explanation>, LinkedIn privacy policy available at <https://www.linkedin.com/legal/privacy-policy>, Instagram privacy policy available at <https://help.instagram.com/51952212510787>

The above-mentioned personal data is processed by the Lithuanian Educational Research Association for the following purposes:

- Personal data collected through the use of cookies is collected and further processed to ensure the functionality of the website, to improve the performance of the website and to remember information relevant to visitors.
- Personal data (such as IP address) of visitors to the website of the Lithuanian Educational Research Association is collected and further processed in order to identify the number of unique visits to the website.
- Personal data of users of social networks in which the Lithuanian Educational Research Association participates are processed in order to provide content tailored to the needs of visitors and, upon request, to send information related to the activities of the Lithuanian Educational Research Association.
- Personal data (name, surname and e-mail address, if this information is provided by the visitor himself/herself by contacting the Lithuanian Educational Research Association via the contacts provided on the website) may be processed for the purposes of dissemination of information (e.g., informing people about news related to the activities of the Lithuanian Educational Research Association, events, seminars, conferences, etc. organised by the Lithuanian Educational Research Association).

Cookies are saved on your terminal device only if you confirm your consent to the installation of cookies in the pop-up message of the website. You have the right to withdraw your consent at any time. Withdrawal of consent does not affect the lawfulness of consent-based data processing carried out prior to the withdrawal of consent.

Most browsers allow you to reject all cookies, and some browsers have the option to reject only third-party cookies. The user of the website can take advantage of the following options. However, we point out that blocking all cookies will have a negative impact on the use of the website, and without cookies the website visitor will not be able to use some of the website's functions.

If you wish, you can control and/or delete cookies on your device. More information on how to do this is available at aboutcookies.org or allaboutcookies.org. You can delete all cookies already on your computer, and set most browsers so that cookies are not saved on your device. The association informs that in this case you may need to manually change some options every time you visit the website, and some services and functions may not work.

The website: <https://lera.lt/> uses these cookies.

The name of Cookie	Description	Validity period
pll_language	A necessary cookie is used to store the language of the visitor.	1 year
_wpfuid	A necessary cookie that ensures the functionality of the system session, forms and does not store any personal information.	11 years
cookie_notice_accepted	The cookie ensures that if you give your consent, you do not have to do so again each time you visit our website.	1 year
all y-high-contrast	Used to ensure the operation of the Contrast Module.	by the end of the pageview session.
all y-larger-fontsize	Used to make the font Resizing Module work.	by the end of the pageview session.

8. COMPLAINTS

If you believe that your rights related to the protection of personal data have been violated, you have the right to file a complaint with the State Inspectorate of Personal Data - 17 L. Sapiegos St., Vilnius, tel. (8 5) 271 2804, 279 1445, fax. (8 5) 261 9494, e-mail ada@ada.lt.

However, the Association would appreciate the opportunity to resolve your complaint before you contact the supervisory authority, and the Association would therefore ask that if you have any

complaints, you contact the Association in the first instance at the following email address:
info@lera.lt

9. CHANGES TO THE PRIVACY POLICY

In order to provide you with relevant information or to ensure that this Privacy Policy of the Association complies with changes in the legal framework, the Privacy Policy may be amended at any time, if necessary. Such an updated or amended Privacy Policy will be effective upon posting on our Website. If material changes are made to the Privacy Policy, we will notify you on the Website. Nevertheless, you should check this page from time to time to review the Privacy Policy and make sure that you are satisfied with the current version of the Privacy Policy.