Privacy policy for webinars via "GoToWebinar"

For the implementation of webinars we use the tool "GoToWebinar" of the provider "*GoTo Technologies Ireland Unlimited Company, The Reflector, 10 Hanover Quay, Dublin 2, D02R573, Ireland*".

AutoForm Engineering GmbH, Unterdorfstrasse 12, 8808 Pfäffikon SZ, Switzerland, is responsible for data processing directly related to the conduct of webinars.

If you access the website of "GoToWebinar", its provider "*GoTo Technologies Ireland Unlimited Company*" is responsible for data processing. You can find the provider's privacy policy at https://www.goto.com/company/legal/privacy/international.

A visit to the "GoToWebinar" website is required for two purposes:

- Downloading the software for using "GoToWebinar"
- Registration for a webinar

You have the option of using "GoToWebinar" via the "GoToWebinar" app and logging in there for a webinar with your access data. Alternatively, the functions are also available to you via a browser version, which you can find on the "GoToWebinar" website.

As a matter of principle, it is not permitted for all participants to make recordings in image and sound, which you confirm by entering the "virtual webinar room". If announced in advance, recordings may be made by the organizer of the webinar. However, only the webinar leaders will be recorded here and consent will be obtained from the webinar leaders in advance. The individual participants can only communicate via chat and will not be recorded. The recordings are deleted as soon as they are no longer required.

When using "GoToWebinar", various types of data are processed. The scope of the data also depends on the data you provide before or during participation in the webinar. In order to participate in a "webinar" or to enter the "virtual webinar room", you must at least provide information about your name.

We process the following personal data:

- User details: first/last name, e-mail address, personal participation link;
- Webinar Metadata: Topic, description (optional), attendee IP addresses, device/hardware information;
- Text, audio and video data: You may have the option of using the chat, question or survey functions in a webinar. In this respect, the text entries you make are processed in order to display them in the webinar and, if necessary, to log them.
- We use your email address to send you our Formingworld newsletter. You can immediately object to this use by unsubscribing.

If it is necessary for the purposes of logging the results of a webinar, we will log the chat content. However, this will usually not be the case.

For webinar follow-up purposes, we may also process questions asked by webinar participants.

Furthermore, in addition to your registration data, we receive information about the duration of participation, interest in the webinar and questions asked or answers given.

Personal data processed in connection with participation in webinars will not be disclosed to third parties as a matter of principle, unless they are specifically intended for disclosure. Other recipients: The provider of “GoToWebinar” necessarily receives knowledge of the above-mentioned data, insofar as this is provided for in the context of our order processing agreement with “GoToWebinar”. This provider also uses subcontracted processors. The company provides an up-to-date list of these sub-processors on its website.

The legal basis for data processing when conducting webinars is Art. 6 (1) lit. f DSGVO (our legitimate interest is the effective conduct of webinars). Insofar as the webinars are conducted in the context of contractual relationships, the legal basis is Art. 6 (1) lit. b DSGVO. Insofar as personal data of AutoForm employees are processed, the legal basis is Art. 26 BDSG. If recordings are made by the organizer of the webinar and your consent was obtained beforehand, the additional legal basis is Art. 6 para. 1 lit. a DSGVO:

The deletion of personal data in the context of participation in the webinar is generally carried out when there is no need for further storage (e.g. to fulfill contractual services). In the case of statutory retention obligations, deletion only comes into consideration after the expiry of the respective retention obligation.

We have limited our storage location to data centers in the EU. However, we cannot exclude the routing of data via internet servers that are located outside the EU. This may be the case in particular if participants in webinars are located in a third country. Also, in the case of support and maintenance in individual cases and in the case of processing by “GoTo Technologies Ireland Unlimited Company” for business purposes, an inspection of data from the third country cannot be excluded. However, the data is encrypted during transport via the Internet and thus protected against unauthorized access by third parties. In addition, we have concluded the new EU standard contractual clauses published by the EU Commission with the provider “GoTo Technologies Ireland Unlimited Company”.