

PRIVACY POLICY as of 30/11/2018

1. GENERAL INFORMATION

Data controller

The data controller within the meaning of data privacy legislation, in particular the EU General Data Protection Regulation (GDPR), is:

Dr Ulrich Wüster, Secretary-General of Jeunesses Musicales Deutschland e.V.

This privacy policy applies to Jeunesses Musicales Deutschland and its fiscally consolidated corporate entities (following consultation with the relevant supervisory authority). Jeunesses Musicales Deutschland e.V., JMD Internationale Kurse Schloss Weikersheim e.V., Musikakademie Schloss Weikersheim, Jeunesses Musicales Stiftung.

Data protection officer

If you have any queries regarding data privacy, please send us an email or contact the person responsible for data privacy within our organisation:

[datenschutz\(at\)jeunessesmusicales.de](mailto:datenschutz(at)jeunessesmusicales.de)

Your rights as a data subject

By contacting our data protection officer using the details given above, you can exercise the following rights at any time:

- the right to information about the personal data we hold pertaining to you and how we process it;
- the right to rectification of incorrect personal data;
- the right to erasure of the data we hold pertaining to you;
- to right to restriction of data processing, unless we are obligated to retain your personal data in accordance with statutory requirements;
- the right to object to our processing of your personal data, and
- the right to data portability, insofar as you have consented to data processing or concluded a contract with us.

If you have given us your consent, you can revoke this at any time with effect for the future.

If you wish to lodge a complaint, you can contact your relevant supervisory authority at any time. The relevant supervisory authority for you is determined by your place of residence, your profession and the alleged violation. You can find a list of supervisory authorities (for the private sector in Germany), including addresses, at:

2. COLLECTION AND PROCESSING OF YOUR DATA

Purposes of data processing by the data controller and third parties

We exclusively process your personal data for the purposes specified in this privacy policy. We do not transfer your personal data to third parties for any other purposes than those specified herein. We only disclose your personal data to third parties if:

- you have issued your express consent to this;
- the processing is necessary to fulfil a contract with you;
- the processing is necessary to fulfil a legal obligation, or
- the processing is necessary to protect legitimate interests and there is no reason to suspect that you have an overriding legitimate interest in the non-disclosure of your data.

Erasure and blocking of data

We adhere to the principles of data avoidance and data economy. We only store your personal data for as long as is necessary to fulfil the purposes specified herein or in accordance with the various retention periods provided by law. Once the respective purpose ceases to apply or these retention periods expire, the corresponding data is routinely blocked or erased in accordance with statutory requirements.

Data security

When using the online services of JM Germany, your data is exclusively stored on servers in Germany. We have concluded contracts with our service and hosting providers regarding contract data processing which ensure that data is stored and processed in conformity with the GDPR.

The internal data storage systems of JM Germany are all protected by the latest versions of firewalls, while backups are protected against unauthorised access by third parties as well as against loss and damage. Our data processing workstations are protected by individual login credentials. Individual passwords are also required to log in to our database. Our data protection officer also works to ensure that our employees are aware of data privacy issues and arranges training in this regard. Our employees make a written declaration obligating them to handle personal data in a careful, responsible and confidential manner.

2.1 Visiting our website

Collection of general information

When you access our website – www.jmd.info – general information is automatically collected by means of a cookie. This information (server log files) includes, for example, the type of web browser used, the operating system used, the domain name of your Internet service provider and other similar information. It is exclusively information which makes it impossible to draw conclusions about your identity.

This information is technically necessary in order to provide the website content you request correctly and is mandatory whenever you use the Internet. This information is processed for the following purposes in particular:

- to ensure a connection to the website is established without any problems;
- to ensure the smooth utilisation of our website;
- to evaluate the security and stability of the system, and
- for other administrative purposes.

Your personal data is processed on the basis of our legitimate interests derived from the aforementioned data collection purposes. We do not use your data to draw conclusions as to your identity. The only recipients of this data are the data controller and, if applicable, the data processor.

If the circumstances require, we may conduct statistical evaluations of this kind of anonymous information in order to optimise our Internet presence and its underlying technology.

Cookies

Like many other websites, we also use so-called cookies. Cookies are small text files that are placed on your hard drive by a web server. By this means, we automatically obtain certain data, such as your IP address, the browser you used, your operating system and information about your Internet connection.

Cookies cannot be used to start programs or to import viruses to a computer. Using the information contained in cookies enables us to make site navigation more convenient for you and allows us to display our web pages correctly.

Under no circumstances is the data we collect disclosed to third parties or connected in any way to personal data without your consent.

Of course, it is fundamentally possible to use our website without cookies. Internet browsers are usually configured to accept cookies. Generally, you can deactivate the use of cookies at any time by changing your browser settings. Please use your web browser's help functions to find out how you can change these settings. Please note that some of our website's functionalities may not function correctly if you have deactivated the use of cookies.

Use of Matomo

This website uses Matomo (formerly Piwik), an open-source application, to conduct statistical evaluations of visitors accessing the site. Matomo uses so-called cookies which are text files that are stored on your computer and make it possible to analyse your use of the website.

The information generated by the cookie regarding your use of our site is stored on a server in Germany.

The IP address is anonymised immediately after processing of the data and prior to its storage. You can prevent cookies from being placed by changing the settings of your browser software. Please note, however, that if you configure your browser in this way, you may not be able to access all functionalities of this website.

You can decide whether a unique web analytics cookie can be set in your browser in order to enable the operator of these webpages to collect and analyse a variety of statistical data.

Use of script libraries (Google Fonts)

In order to display our content correctly and in a graphically appealing manner in all browsers, we use script libraries and font libraries on this website, such as Google Fonts (<https://fonts.google.com/>). Google Fonts are stored in your browser's cache in order to prevent repeated loading. If the browser used does not support Google Fonts or prevents their use, the content is displayed in a standard font.

Accessing script libraries or font libraries automatically establishes a connection to the operator of the library. It is, therefore, theoretically possible that the operators of such libraries could collect data – though it is currently unclear if they would do so and for what purposes.

You can find the privacy policy of Google, the library operator, here: <https://policies.google.com/privacy>

Use of Google Maps

This website uses the Google Maps API to provide visual representations of geographical information. When you use Google Maps, Google collects, processes and stores data concerning visitors' usage of its map functions. You can find further information on data processing by Google in [the Google Privacy Policy](#). You can also change your personal data privacy settings in the Google Safety Centre.

You can find detailed information on how to manage your personal data in relation to Google products at <http://www.dataliberation.org/>

Embedded YouTube videos

We embed YouTube videos on some of our webpages. The operator of the corresponding plugins is YouTube, LLC, 901 Cherry Ave., San Bruno, CA 94066, USA. When you visit a page with the YouTube plugin, a connection is established with the YouTube servers. This informs YouTube of the pages you visit. When you are logged in to your YouTube account, YouTube is able to allocate your surfing behaviour to you personally. You can prevent this by logging out of your YouTube account before leaving their site.

When a YouTube video is started, the provider sets cookies that collect information about user behaviour.

If you have deactivated cookies for the Google Ads system, you will not have to deal with cookies when watching YouTube videos. However, YouTube also stores non-personal usage information in other cookies. If you wish to prevent this, you need to block cookies in your browser settings.

You can find further information on how YouTube handles data privacy in the provider's privacy policy at: <https://www.google.de/intl/de/policies/privacy/>

Contact form

If you contact us in relation to queries of any kind via email or by using our contact form, you voluntarily issue your consent to processing of your data for the purpose of contacting you. For this purpose, you must enter a valid email address. This allows us to allocate your request and the subsequent response to the same. As it is in the interest of JM Germany to avoid receiving anonymous correspondence, we also request your name at this point. The information you provide is stored in accordance with any applicable limitation periods in order to process your request and any potential follow-up queries.

SSL encryption

We use state-of-the-art encryption methods (e.g. SSL) via HTTPS to protect your data during transmission.

2.2 Receiving our newsletter

If you give us your express consent to do so, we will send you our newsletter as well as relevant information on a regular basis to the email address you provide.

In order to receive our newsletter, you must provide your email address and your name. The data you provide when registering to receive our newsletter is exclusively used for this purpose. However, subscribers may also be informed via email of any circumstances of relevance for this service or their registration (such as changes to the newsletter service or technical conditions).

We require a valid email address in order for your registration to take effect. To check that the registration is indeed being completed by the holder of the email address provided, we operate a double opt-in procedure. For this purpose, we record the

request for newsletters, the dispatch of a confirmation email and the receipt of the requested reply. Further data is not collected. This data is exclusively used to send newsletters.

You can revoke your consent to the storage of your personal data and its use for sending newsletters at any time. Each newsletter contains a link that enables you to do so. You can also notify us directly of this request using the aforementioned contact details.

In terms of newsletter software, we use Newsletter2Go. In this context, your data is transmitted to Newsletter2Go GmbH. Newsletter2Go is prohibited from selling your data or using it for any purpose other than sending newsletters. Newsletter2Go is a certified service provider based in Germany which we selected in accordance with the requirements of the General Data Protection Regulation and the German Federal Data Protection Act (BDSG).

2.3 Further purposes for which we process your data

In the event that:

- you are a member of JM Germany;
- you participate in a course or competition held by JM Germany;
- you participate in an event organised by JM Germany, including the purchase of entrance tickets, if applicable;
- you submit an application for a subsidy from JM Germany programmes;
- you collaborate with JM Germany;
- you stay at the Musikakademie Schloss Weikersheim, or
- you make contributions or donations,

there are legal grounds to collect data in order to fulfil a contract or quasi-contractual relationship and, as such, there is no requirement to obtain your specific consent.

You can register online for a range of activities we offer using a web form. This data is initially stored within our online platform before being entered in our internal database. Apart from that, written registration forms also serve as data collection instruments.

We use the asterisk symbol (*) to indicate required information that is essential for fulfilment of the contract for legal or practical reasons. All other information is provided on a voluntary basis and enables us to improve our service to you. By voluntarily entering such information, you consent to its collection, storage and processing. You can demand that we erase such voluntary information at any time. In some circumstances – such as to comply with auditing procedures – in the case of mandatory information, we may be legally obligated to observe longer retention periods.

Data is exclusively transferred to third parties in order to process your contractual entitlements or on the basis of legal requirements.

2.4 PayPal

We use the PayPal Plus payment system which enables you, for instance, to purchase opera tickets online. Note: You do not need to have or create a PayPal account to use this service, even though this option may be offered to you during the payment process. PayPal records the amount payable from our ticketing system, credits this amount to our account and does not collect any other information. For this reason, you may in some circumstances have to enter the personal information required by the payment system a second time to complete the process. If you use PayPal, completing the payment process makes you a direct customer of PayPal. For this reason, please also consult the [PayPal Privacy Policy](#).

3. CHANGES TO OUR PRIVACY POLICY

We reserve the right to make changes to this privacy policy to ensure that it always complies with current legal requirements or in order to reflect changes to our services in our privacy policy, e.g. in the event that we introduce new services. The new privacy policy will then apply to your next visit to our site.