

This Policy states how we at Dansehallerne collect, process and handle your personal data, and it explains the rights that you have in connection with our collection, processing and handling of your personal data.

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1 General clause

This Privacy Policy is applicable to the personal data which you give Dansehallerne and/or the personal data that we may collect from you when you participate in an activity, are a Dansehallerne artist, a contributor, a newsletter recipient, a job applicant, a supplier or an employee with an authority, or when you make use of our services, which includes visiting our website, newsletter(s) or social media. In the Privacy Policy you can read more about:

The type of personal data that we collect.

How we process and handle your personal data and how long we store them.

Please note that you will always be able to find the applicable version of our Privacy Policy at dansehallerne.dk [husk! link til engelsk site]

1.1 Data Responsible

The organization responsible for collecting, processing and handling your personal data is:

DANSEHALLERNE

H.C. Andersens Boulevard 25, 3.

1553 KBH V.

+45 3388 8000

info@dansehallerne.dk

CVR no.: 79100412

(Hereafter referred to as “Dansehallerne”)

2 These are your personal data that we handle

This clause tells you which of your personal data that we collect, process and handle, which will vary depending on your connection to us. We may collect, process and handle your personal data in various situations, for example when you are a visitor to our website, a recipient of our newsletter(s), a customer or a job applicant.

2.1 Visitor to our website

Personal data are collected on Dansehallerne’s website: dansehallerne.dk, and on a number of social media profiles.

Collecting your personal data

As a user of our website, a range of services are available to you. These include signing up for activities, applying for jobs and subscribing to newsletter(s).

A series of data are collected via Google Analytics every time you interact with our website. These data are used to generate statistics and improve the user experience.

When you participate in our activities, we will typically require your name and contact information in order to coordinate and communicate with you in relation to the activity.

We use automatic decision making as part of our direct marketing strategy. One consequence of this is that the personal data which we collected from you is used to create a user profile on your behalf.

We use existing data about our users to create a profile on for example Facebook - a so-called indirect profile, which does not allow us to measure user activity, but enables us to create user specific advertising. We are able to import and export data to and from Facebook, and any contact/reaction/action (liking, commenting, sharing etc.) from the user is collected internally by Facebook, which gives Dansehallerne, as the advertiser, a better possibility for targeting our content.

Why are we allowed to collect, process and handle your personal data?

We collect, process and handle your personal data so that we may provide the right services and fulfil our agreements with users, as well as handle requests etc. from users prior to their making an agreement with Dansehallerne. If relevant, we will ask for your consent before we start collecting, processing and handling your personal data.

For how long do we store your personal data?

If you have given Dansehallerne your consent, we will store your personal data for as long as you are connected with Dansehallerne.

2.3 Member (Dansehallerne Artist)

Why do we collect your personal data?

If you apply for a membership with Dansehallerne, we will use your personal data to communicate with you as an applicant and to assess your experiences, skills and qualifications. Your data may be shared with members of the training committee, and Dansehallerne may contact references if you have given your consent and provided the relevant contact information. We collect, process and handle your name and contact details, as well as the data that you choose to share with Dansehallerne in your CV and application. We usually store the following information about

members of Dansehallerne: name, email, telephone number, organization (if relevant), date of payment and the duration of your membership.

Why are we allowed to collect, process and handle your personal data?

When you apply for membership at Dansehallerne you simultaneously give us your consent that we may collect, process and handle your personal data.

For how long do we store your personal data?

Your personal data is registered in our member system and can only be accessed by relevant employees. Upon termination of your membership, your personal data will be deleted from our system. If you do not renew or terminate your membership, your personal data will automatically be deleted from our system after 5 years.

As an active member you have given your consent to Dansehallerne, and we store your personal data throughout the period of time that you are connected with our organization.

2.4 Newsletter recipient

Dansehallerne administer a number of newsletters and when you subscribe to one of them, your personal data is collected so that we can send you information.

Collection of your personal data

We ask for your consent when you sign up to one of our newsletters, and you can unsubscribe at any time by clicking “unsubscribe” at the bottom of the newsletter or by sending an email to data@dansehallerne.dk.

Dansehallerne will collect your email address and other relevant contact information. Your email address will be stored in an encrypted IT system and only made available for relevant employees at Dansehallerne. Dansehallerne uses Google Analytics in newsletters in order to generate statistics and improve the user experience.

Why are we allowed to collect, process and handle your personal data?

We collect, process and handle your personal data so that we may provide the right services and fulfil our agreements with users, as well as handle requests etc. from users prior to their making an agreement with Dansehallerne. If relevant, we will ask for your consent before we start collecting, processing and handling your personal data.

For how long do we store your personal data?

If you have given Dansehallerne your consent, we will store your personal data throughout the period of time that you are connected with our organization.

2.5 Supplier

If you are a current or potential new supplier, we may use your personal data for administering our contractual agreements with you as a supplier.

Collection of your personal data

Dansehallerne collects and stores all suppliers' company name, contact information, contact persons, and signatures in business documents.

Why are we allowed to collect, process and handle your personal data?

Entering into a contractual agreement with a supplier, permits Dansehallerne to collect and store the personal data of said supplier. When it comes to potential suppliers, Dansehallerne have a legitimate interest in storing data until we have selected a supplier or in the event that we wish to contact a supplier again.

For how long do we store your personal data?

The personal data of suppliers are deleted when they become obsolete or no longer relevant. Signatures in a contract are only deleted when the contract expires.

2.6 Consent to the use of photos

Dansehallerne make sure to get your consent in connection with photo/video documentation in private locations, or if you are easily recognized etc. as per relevant legislation.

It is in the interest of Dansehallerne that individuals featured in photos have provided their clear consent beforehand, and in order to document your consent, we will need to store your consent form.

Collection of your personal data

Dansehallerne collect your name, contact details and signature.

Why are we allowed to collect, process and handle your personal data?

Dansehallerne collect, process and handle your personal data so that we can document your consent, and in order to allow you to withdraw your consent, if necessary.

For how long do we store your personal data?

If you have given your consent to Dansehallerne, we will store your personal data for as long as we will use the relevant photos.

2.7 Job applicant

Why do we collect your personal data?

If you apply for a job at Dansehallerne, we will use your personal data to communicate with you as an applicant and assess your experience, skills and qualifications. Your data may be shared with members of the training committee, and Dansehallerne may contact references if you have given your consent and provided the relevant contact information. We collect, process and handle your name and contact details, as well as the data that you choose to share with Dansehallerne in your CV and application.

Why are we allowed to process your personal data?

When you apply for a job with Dansehallerne, you simultaneously give your consent that Dansehallerne may collect, process and handle your personal data.

For how long do we store your personal data?

Your personal data will be registered in our HR system and may only be accessed by employees who are members of the relevant recruitment committee. Your personal data will be deleted after

six months, unless you have given your consent that we may store them for an additional time period.

3 Sharing your personal data with a third party

In connection with selected processing and handling of personal data, it may be necessary to share your personal data with suppliers, collaboration partners and authorities. An example of this could be a supplier who is hosting IT solutions or assisting Dansehallerne by providing IT maintenance or support. Furthermore, we are required to share your data in reports to the Danish Tax Authority and other public authorities.

4 Your legal rights

You have a number of rights in connection with our collecting, processing and handling of your personal data. These are outlined below. If you wish to make use of one or more of your legal rights, please contact us via data@dansehallerne.dk. We will respond to your request as soon as possible.

Any obligation that you may have to provide your personal data to Dansehallerne will be stated clearly at the site where we collect your personal data. Please note: If you do not wish to provide the personal data that we ask for, we may be unable to provide you with the requested services, complete your orders, register you as a subscriber to our newsletter(s) etc.

4.1 Legal rights overview

Insight

You have the right to get an insight into the personal data that we collect, process and handle in relation to you, and you have the right to be informed why we collected your personal data.

Correcting, deleting and restricting your personal data

You have the right to request that any of your personal data collected, processed and handled by us be corrected, further processed, deleted or blocked. In special circumstances, you have the right to restrict the collection, processing and handling of your personal data.

Data portability

You have the right to receive your personal data in a readable format. This only applies to data regarding yourself that you have given to Dansehallerne.

Right to object

You have the right to ask Dansehallerne to refrain from collecting, processing and handling your personal data in situations when Dansehallerne have collected, processed and handled your personal data based on their legitimate interest.

Withdrawing your consent

If you have given us your consent that we may collect, process and handle selected personal data relating to you, you have the right also to withdraw your consent as regards these particular data. Withdrawing your consent does not affect the legality of the collection, processing and handling that took place up until the moment of your withdrawal.

If you wish to withdraw your consent to receiving general sales-promoting information and offers, including via regular mail or email, by telephone or via other electronic means, you may do so at any time by writing to us at data@dansehallerne.dk.

4.2 Limitations of your rights

There may be conditions or limitations connected with your use of the above-mentioned rights. For example, it may be that you do not have the right to data portability in the specific case – it depends on the particular circumstances of the relevant collection, processing and handling of your personal data.

In certain circumstances, we are also lawfully obligated to collect, process and handle your personal data, for example in order to document transaction trace and similar activity pursuant to the rules of the Danish Bookkeeping Act; one of the requirements is that we save accounting material for five years from the end of the financial year that the accounting material relates to. Another such circumstance could be reporting to the Danish Tax Authorities. Consequently, there may be situations in which we are unable to fulfil your request for, for example, the deletion of your personal data from our system.

If you wish to exercise your rights, we are obligated to ask you to provide a proof of identity, such as a photo ID. Except for the regular communication charges, this will be a free service.

If you no longer wish to be contacted by Dansehallerne for marketing purposes, you must give us your consent to register you as this is the only way that we can ensure that we will not be contacting you again.

Data Security

At Dansehallerne, we are frequently updating our internal rules and procedures for data security from the moment when we collect personal data and up until the moment when we delete it again. Furthermore, we leave the collection, processing and handling of personal data exclusively to data processors who maintain a corresponding and appropriate level of security.

6 Legislation, personal data policies and lodging of complaints

This clause tells you about the legal framework for our collection, processing and handling of your personal data, as well as your options for filing a complaint if you are dissatisfied with our collection, processing and handling of your personal data.

6.1 Legislation

Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) and associated regulation.

This is supplemented by the Act on auxiliary provisions of regulation on the protection of natural persons in connection with the collection, processing and handling of personal data and the free movement of such data (*the Danish Data Protection Act*) adopted on 17 May 2018.

Furthermore, Dansehallerne is obligated by separate legislation in relation to the collection, processing and handling of personal data, such as the Danish Bookkeeping Act. In other words, the Data Protection Act does not repeal the duties and rights that other legislations impose on Dansehallerne.

6.2 Complaining to a supervisory authority (Klage til tilsynsmyndighed)

If you are dissatisfied with our collection, processing and handling of your personal data, you can lodge a complaint with the Danish Data Protection Agency:

The Danish Data Protection Agency

Carl Jacobsens Vej 35

DK-2500 Valby

Phone: +45 3319 3200

dt@datatilsynet.dk

You find more information on your access to lodging complaints here: www.datatilsynet.dk

6.3 Updates on this Privacy Policy

Dansehallerne are required to comply with the basic principles on the protection of personal data. We regularly revisit this Privacy Policy to keep it updated and in compliance with current principles and legislation. This Privacy Policy may therefore be changed without prior notice. Updated versions will be shared at Dansehallerne.dk.

7 Glossary

Below, you will find definitions on the most significant terms relating to the law on personal data.

Personal data

Any type of information about an identified or identifiable natural person. This means all data that directly or indirectly, either alone or in combination with other data, may identify a specific individual.

Legal basis

Legal basis is a legal term which indicates whether it is legal to carry out a planned collection, processing and handling of personal data. The typical legal basis for the collection, processing and handling of personal data by Dansehallerne is legislation, a contractual agreement, Dansehallerne's legitimate interest, or a consent. Dansehallerne's interest is legitimate whenever the collection, processing and handling of personal data is necessary to complete a task which is in the interest of Dansehallerne.

Data responsible

The person responsible for how data are collected, processed and handled in Dansehallerne, that is, the individual who decides the purpose of and the tools needed for collecting, processing and handling personal data.

Data processor

The supplier or public authority who process and handle personal data on behalf of Dansehallerne.

Registered

All individuals whose personal data have been registered by Dansehallerne.

Processing

Any activity, or line of activities, which involves the use of personal data: seeing, reading, collecting, registering, systematizing, storing, searching, using, passing on, or deleting.

Special categories for personal data

Data relating to race or ethnic origin, political, religious or philosophical beliefs or union-related affiliations, or genetical data or health information, or data about a natural person's sexual relationship or orientation, as well as biometric data, if biometric data is processed and handled for the purpose of clearly identifying a natural person (sensitive data).

General Data Protection Regulation (GDPR)

Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC and associated regulation.

Data Protection Act (Denmark)

The law on auxiliary provisions of regulation on the protection of natural persons in relation to the processing of personal data and on the free movement of such data, adopted on 17 May 2018.