

## Data protection notices for Lufthansa Cargo AG's Events

### 1. Processing of personal data

When Lufthansa Cargo AG (hereinafter "LCAG") holds an event (hereinafter the "Event"), LCAG handles personal data in connection with the preparation and follow-up, the organization and the realization of this Event as follows:

#### a) Communication prior to and following the Event

Prior to the Event LCAG communicates the information required to register for the Event. Following the Event LCAG may contact participants with a request for feedback. In both cases, LCAG processes the following personal data in order to enable such communication:

- Name and affixes (e.g. salutation/gender, first and last name, title)
- E-Mail address

#### b) Organization and Realization of the Event

In order to organize and realize the Event and to ensure a functioning participant management system, LCAG collects personal data from the participants. For the registration LCAG reserves the right to use an IT platform for participation management. LCAG carries out the event format in presence, online or hybrid. Participants will be informed about the event format in advance. In case LCAG holds the Event online or hybrid, the external virtual event platform Microsoft Teams will be used. Should LCAG decide to use a different virtual event platform, LCAG will inform you in advance. In connection with the organization and realization of the Event, LCAG processes the following personal data of the participant:

- Name and affixes (e.g. salutation/gender, first and last name, title)
- Communication data (e.g. telephone, fax, email, SMS)
- Employer, division, department and role/job title

In addition, the following data is processed if it is requested in the registration process or is required for other reasons beyond LCAG's control:

- Date, place and country of birth
- Nationality
- ID/Passport number
- Postal address
- License plate
- Food preferences and intolerances (on a voluntary basis)
- Employee number
- Other data (as specified from time to time)

#### c) Participant List

For selected Events, LCAG intends to prepare participant lists with photos and distribute them to all participants to facilitate communication among them. In this case, LCAG will either request photos directly from the participants or alternatively ask the participants to consent to LCAG obtaining and using photos of them published in publicly available sources (e.g. LinkedIn). For the purpose of preparing participant lists, LCAG processes the following personal data:

- Name
- Business title
- Photo

d) Moving and Non-Moving Images

Depending on the Event, LCAG may engage LCAG internal or external persons to take pictures or make films during the Event. LCAG may also take recordings or screenshots of the participants. If the participants consent, LCAG may also publish the respective images in internal and/or external, printed or digital media of LCAG. Therefore, LCAG may process the following personal data of participants:

- Photos, videos, audio recordings

## 2. Permissibility of processing personal data

The permissibility of the processing of the personal data specified in section 1 above results from:

- a) regarding the communication prior to and following the Event: the recipient's declaration of consent according to Article 6 (1) (a) GDPR given for, inter alia, this purpose, regarding external recipients and/or a balancing of the respective interests according to Article 6 (1) (f) GDPR, regarding Lufthansa-internal recipients;
- b) regarding the organization and realization of the Event: the respective agreement with LCAG to participate in the Event according to Article 6 (1) (b) GDPR; and
- c) regarding the participant lists: the declaration of consent given by the participant for this purpose in accordance with Article 6 (1) (a) GDPR: I

*I hereby consent to LCAG disclosing my name, my business title, and a photo of me to all persons participating in the Event as part of a participant list prepared by LCAG.*

*This consent also includes LCAG obtaining and using a photo of me from publicly available sources (e.g., LinkedIn), provided that I have not supplied LCAG with such a photo myself.*

This consent can be revoked at any time with effect for the future, as described in Section 5.

- d) regarding the taking of photos, videos and/or audio recordings (moving and non-moving images) during the Event: in case of minors: the declaration of consent of the parent or legal guardian(s) according to Art. 6 (1) (a) GDPR given for this purpose and otherwise: a balancing of the respective interests according to Art. 6 (1) (f) GDPR; and regarding the publishing of photos, videos and/or audio recordings (moving and non-moving images) in internal and/or external, print and digital LCAG media: if concluded: the respective agreement with LCAG regarding the participation in the Event and the publishing of images according to Article 6 (1) (b) GDPR and otherwise: the declaration of consent of the participant according to Article 6 (1) (a) GDPR, given in the course of the registration for the Event for this purpose:

*I consent to, that all moving and non-moving images of me (or my child/children) taken during the event can be published in internal and external, in print and digital, Lufthansa Cargo AG media.*

This consent may be withdrawn at any time with effect for the future, as described in Section 5

## 3. Use and transfer of your data

LCAG uses the personal data specified in section 1 a), b) and c) above for the purpose of contacting the recipients, for organizing and conducting the Event and for ongoing participation management, as well as to prepare and distribute a list of participants to all participants of the Event, as long as this is necessary for these purposes.

Photos, videos and/or audio recordings of a participant taken during the Event as referred to in section 1 d) above, are processed by LCAG in order to inform about the Event and for other marketing purposes, if

the participant consented to this according to section 1 d) above and also as long as this is necessary for these purposes.

The processing of the personal data as set down in section 1 b) and c) above begins with the participant sending it to LCAG or respectively with entering the requested information on the IT platform for the participation management, which is used by LCAG or with a copy of the photos for the list of participants from the respective source. LCAG will use this data for the preparation, execution and follow-up of the Event or to prepare the participant list. In this context, LCAG will pass personal data of participants in compliance with German and European data protection laws as follows:

With regard to the preparation, realization and follow-up of the event, LCAG uses other service providers in addition to the providers of the IT platform for participation management and the virtual event platform, e.g. to have event documents printed, to offer you transport services as part of your arrival and departure, to provide you with hotel accommodation if applicable or to offer other services on site, and if necessary to have photographs and film recordings made. LCAG will only make the list of participants with names, business titles and photos available to the participants of the Event during the Event. Furthermore, LCAG transfers necessary personal data to affiliate companies within Lufthansa Group for internal administrative purposes and to provide central services (e.g. billing services). The service providers used for these purposes may only process your data under special conditions on behalf of LCAG. Insofar as LCAG uses them as processors, the service providers will only have access to your data to the extent and for the period of time that is necessary for the provision of the respective service.

In principle, your personal data will not be transferred to a service provider in a third country. Should such a third country transfer be planned in individual cases, LCAG will explicitly inform you of this in this case and LCAG will ensure before transferring that the necessary adequate level of data protection is ensured in the third country in question or at the recipient in the third country.

LCAG saves the names and additions as well as communication data of the participating person for the follow-up of the event and, if necessary, for the preparation of a follow-up event in the next year. All other personal data of the participating person will be deleted from the IT platform used for participation management four weeks after the end of the event.

In case LCAG conducts all or part of the event via Microsoft Teams, LCAG will not share the participant's personal data with Microsoft Teams. In this case, the participant can follow the link provided to participate in the event but may need to register with Microsoft Teams for this purpose. Thereafter, Microsoft Teams will be responsible for the further processing of the participant's personal data in the context of the use of Microsoft Teams during the event. The same applies accordingly should LCAG decide to use another virtual event platform.

Further information on the Microsoft Teams virtual event platform, how it works and how it processes personal data can therefore be found in the Microsoft Teams data protection information:

**Microsoft TEAMS**

Microsoft Ireland Operations Limited, Att: Data Protection Officer, One Microsoft Place, South County Business Park, Leopardstown, Dublin 18, Ireland. Phone: +353 1 706 3117  
Privacy Policy: Microsoft Privacy Statement – Microsoft privacy

#### **4. Use of cookies**

The IT platform for participation management possibly uses cookies and other tracking mechanisms. Further information on the use and functioning of the cookies and tracking mechanisms used by the platform can be found in the privacy policy of the IT platform for participation management.

## 5. Data Subject's Rights

As data subject, you have the following rights:

- a) You can request access to the personal data processed and to further information from the body mentioned in section 6.
- b) You may request rectification, erasure, restriction of the processing and data portability.
- c) If the processing of your personal data is based on a balancing of interests in accordance with Art. 6 para. 1 f) GDPR, you can object to the processing of your personal data, e.g. by sending a corresponding message by post or e-mail via one of the contact channels mentioned in section 6.
- d) You can withdraw your consent at any time with effect for the future by sending LCAG a corresponding message, e.g. by post or e-mail via one of the contact channels mentioned in section 6. The respective withdrawal of consent does not affect the lawfulness of processing based on consent before its withdrawal.
- e) You have the right to lodge a complaint with the competent supervisory authority if you believe that such processing is contrary to the EU General Data Protection Regulation.

## 6. Contact and data protection

Controller of the processing of personal data described herein is:

Lufthansa Cargo AG  
Frankfurt Airport, Building 322  
60546 Frankfurt, Germany

Please contact the inviting department if you have any questions regarding the event.

For further information on data protection and the assertion of the Data Subject's Rights set out in section 5, please contact:

Lufthansa Cargo AG  
Legal and Political Affairs FRA F/CJ-R  
Frankfurt Airport, Building 322,  
60546 Frankfurt, Germany  
Or via email: [datenschutz-lcag@dlh.de](mailto:datenschutz-lcag@dlh.de)

The Data Protection Officer of Deutsche Lufthansa and LCAG can be reached at:

Deutsche Lufthansa AG  
Corporate Data Protection FRA CJ/C  
Data Protection Officer  
Airportring  
60546 Frankfurt am Main, Germany  
Or via email: [datenschutz@dlh.de](mailto:datenschutz@dlh.de)