## Pacific Northwest Software Quality Conference (PNSQC) Privacy & Regulatory Compliance Policy v2.0 17 May 2022

## A. Introduction

This policy replaces PNSQC Privacy Policy v1.0 (12 May 2009) and contains two main sections:

- Section C covers privacy and is based on PNSQC Privacy Policy v1.0 (12 May 2009) with minimum edits.
- Section D covers PNSQC intention to comply with applicable laws and government regulations pertaining to privacy, copyrights, and trademarks.

# **B.** Glossary

- "You" and "your" refer to PNSQC members or guests.
- "We" and "our" refers to the PNSQC organization; including its contractors, volunteers, and Board members when conducting PNSQC business or engaged in PNSQC community activities.
- "Website" with capital letter "W" refers to PNSQC's website at www.pnsqc.org.

# C. Privacy

## Scope

Protecting your privacy is important to PNSQC. This Policy is our guideline for how we manage any personal information we collect from our communities, members, exhibitors, sponsors, volunteers and others. This Policy is designed to protect you from the misappropriation of the personal information you share with us. This policy has been formulated so you understand what we will, and will not do, with your personal information including name, mailing address, email address, company affiliation and telephone number.

## **Information We Collect**

Personal information, such as your name and address, is used to service your account and to inform you about updates to our products and services. We may also use this information to notify you of new products and services from PNSQC or our Exhibitors or sponsors. PNSQC collects this information in order to record and support your participation in the activities you select. By submitting personal information you understand and agree that PNSQC may store and process your customer profile and transfer it between any of our offices. We store information as long as we need it or until you request that it be removed from our system.

## **Membership Information**

Additional information may be requested for purposes of becoming either a PNSQC voting member or a PNSQC community member. All such information is submitted by you voluntarily as part of your actions and participation as a member. If you cancel your membership at some point in time and request deletion of specific information, we will delete that information.

## **Distribution to Third Parties**

We will not sell your personal information to third parties. We may distribute your personal information to third parties, but only with your permission (for example, with your permission we may give your email address to conference exhibitors). We also may distribute information to third parties in an aggregated form that will not include any personal information.

It is possible that we may need to disclose personal information when required by law, such as responses to civil or criminal subpoenas, or other requests by law enforcement personnel. We will disclose such information when we have a good-faith belief that it is necessary to comply with a court order, ongoing judicial proceeding, subpoena, or other legal process or request to PNSQC. We may also release information if needed to exercise our legal rights or defend against legal claims.

#### Changes

If our information practices change at some time in the future, we will post the policy changes to our Website. You will always have the ability to opt out of these new uses.

#### **Data Protection**

PNSQC takes precautions to protect users' information from unauthorized use. When users submit sensitive information via our Website, the information is protected both online and offline. When our registration form asks for a credit card number or other sensitive information, that information is encrypted and protected.

#### Links

The PNSQC Website may contain links to other websites, e.g., exhibitors or sponsors. PNSQC is not responsible for the privacy practices or the content of such websites.

#### Cookies

A cookie is a data file that websites may write to your computer's hard drive when you visit such sites to store information, such as a user identification code, that the site uses to track the pages you have visited. PNSQC may use cookies to track user traffic patterns throughout the PNSQC Website and to remember passwords and personal preferences so that you don't have to enter them each time you visit the Website. We will only use this data on an anonymous basis and will not correlate this information with personally identifiable data of any user. Business partners of the PNSQC and vendors providing hosting and other services for the PNSQC, may set their own cookies which may collect similar anonymous information. We take no responsibility for actions by such vendors and third parties.

Some website browsers automatically accept cookies, but you can usually change your browser settings to display a warning before accepting a cookie, or to refuse all cookies. If you choose to disable the receipt of cookies from our Website, you may not be able to use certain features of the site.

## **D. Regulatory Compliance**

## Scope

Complying with applicable laws and government regulations is important for PNSQC. PNSQC – including its Board members, contractors, employees, volunteers, and members – shall comply with applicable laws and government regulations when conducting PNSQC business or engaged in PNSQC community activities.

# General Data Protection Regulation (European Union law) & The Data Protection Act 2018 (United Kingdom law)

PNSQC shall comply with GDPR and its UK variant (the Data Protection Act 2018) in safeguarding personal information of PNSQC members residing in the EU and the UK, respectively.

## Children's Online Privacy Protection Act (United States federal law)

PNSQC Website and services are not designed for, or targeted to reach, children under the age of 13. Children under the age of 13 are not eligible to use services that require submission of Personal Information and should not submit any personal information for a user or personalization profile.

If you are a child under the age of 13, you can only set up user profiles or submit Personal Information together with your parent(s) or guardian(s). Please seek guidance from your parent(s) or guardian(s) if you are under the age of 13.

## The Digital Millennium Copyright Act (United States federal law) Notice

If you believe there is content appearing on our Website that infringes your copyright, you may contact PNSQC per instructions below. To be effective notice, however, your claim must be in writing and contain the following information:

- Physical or electronic signature of a person authorized to act on behalf of the owner of an exclusive right that is allegedly infringed;
- Identification of the copyrighted work claimed to have been infringed, and that is sought to be removed or have access disabled. This identification must be specific enough to permit location of the material;
- Contact information at which the owner of the material (and owner's agent for the complaint, if applicable) may be contacted;

- A statement that the complaining party has a good faith belief that use of the material in the manner complained of is not authorized by the copyright owner, its agent, or the law; and
- A statement that the information in the notification is accurate and that the complaining party is authorized to act on behalf of the owner of an exclusive right that is allegedly infringed.

## Logos & Trademarks Notice

PNSQC Logos & Trademarks – Some of the content on our Website and published materials include logos and trademarks owned by PNSQC. You may not display these logos and trademarks without permission from PNSQC. When use of these logos and trademarks are permitted by PNSQC, the context of your use must be truthful and must not be misleading – especially in connection with PNSQC.

Third-Party Logos & Trademarks – Some of the content on our Website include names, tradenames, logos, or trademarks owned by third parties which are the property of their respective owners. The appearance or inclusion of these third-party trademarks is not an endorsement by PNSQC of the products or services sold under those third-party trademarks. Nothing in this Policy or other PNSQC policies grant you any rights in those trademarks.

#### Further Questions, Comments, or Concerns

If you have questions, comments, or concerns; or if you believe PNSQC, our Website, or materials published by PNSQC in any format is not following this policy, please contact PNSQC by emailing the President of PNSQC at <a href="mailto:president@pnsqc.org">president@pnsqc.org</a> or through the "Contact Us" form on the Website. In your message, please state "Subject: Privacy & Regulatory Compliance Policy inquiry.".