

Privacy Policy

We, AACR-KCA organizing committee, are holding AACR-KCA Joint Conference on Precision Medicine on Solid Tumors. As part of this conference we are providing Internet services to participants from whom we are collecting personal information as part of registration process. We are fully committed to protect the privacy rights in compliance with the Privacy Protection Act and Communications Privacy Act of all those who registered to attend our conference in 2018. In adopting this privacy policy, our intent is to balance our legitimate business interests in collecting and using personally identifiable information and your reasonable expectations of privacy. We do not use your personal information for any purpose other than that set forth herein or disclose such information to any third party without the consent of the participant.

1. Items of Personal Information Collected and Method of Collection

A. Items of Personal Information Collected

1. AACR-KCA Joint Conference on Precision Medicine on Solid Tumors collects the following personal information during sign-up to provide you with services such as registration and other services.

< Domestic Registrants >

- Required Items: Full name (Korean/ English), username ID (email address), password, nationality, contact information (telephone, mobile number), affiliation, and position

< Foreign Registrants >

■ Foreigners residing in Korea

- Required Items: Full name, username ID (email address), password, postal address, nationality, contact information (telephone, mobile number), affiliation, position

■ Foreigners living abroad

- Required Items: Full name, date of birth, username ID (email address), password, nationality, country, contact information (telephone, mobile number), affiliation, position

2. The following information may be collected in the courses of using services or processing businesses:

- IP address, cookie, Service Usage record and connection log

3. The following financial information may be collected in the courses of making on online payment.

- When using Credit Card: name of credit card issuer, credit card number, and other information as required for a successful transaction

- When using Bank Transfer: name of bank, account number, and other information as required for a successful transaction.

4. Other Services

- For e-newsletters: e-mail address

B. Method of Collection

- Website, application form, fax, telephone, email address

- Tools which collect generated information

- Information provided by business partners

※ We however do not collect highly sensitive information that are likely to infringe on your fundamental rights (e.g.: information about your religion, race, legal domicile of origin, political views, criminal record, and health status).

2. Purpose of Collection and Use of Personal Information

AACR-KCA organizing committee, the host of AACR-KCA Joint Conference on Precision Medicine on Solid Tumors., is the operator of this website and program, collects personal information for the following reasons.

A. To perform contractual obligations and process payment regarding services provision

■ Identification of registrant for confirmation or modification of registration details and delivery of notifications

B. To manage member

- To verify identification for membership services that limited identity verification
- To prevent misbehaving members from using services improperly and prevent unauthorized use of services
- To confirm intention of membership application; to restrict membership application and the numbers of such application
- To preserve records for arbitrating disputes; to provide customer services for processing customers' claims; and to send notifications

C. To utilize for development of new services, marketing and advertisement purposes

- To record frequency of using services; to compile statistics of service usage of members
- To offer information about similar events or promote events by phone, SMS, email and direct mailing (DM)

D. To use for other services

- To use application software of the conference on mobile device provided

3. Duration of Retaining and Using Personal Information

AACR-KCA organizing committee retains personal information from the date you first sign up until the purpose of collection and use of such information is accomplished. Also, AACR-KCA organizing committee will immediately delete your personal information in case of withdrawal from membership or from the Privacy Policy and User Agreement; once the purposes of collection and use of the personal information are achieved; and at the end of the period of retention and use. However, AACR-KCA organizing committee retains the following information for the specified period for the reasons below:

- Retention of personal information in accordance with internal policy of AACR-KCA organizing committee
- To provide customer services for processing customers' claims: Duration of retention: 30 days after withdrawal from membership
- To provide information about similar events and opportunities for participation: Duration of retention: 5 years
- To keep records of misappropriation
 - In accordance with the Consumer Protection Act in commercial law and e-commerce, AACR-KCA organizing committee retains necessary personal information for the specified period.
 - Personal information retained in relation to cancellation of membership
 - ”Reason for retention: in compliance with the Consumer Protection Act in e-commerce, etc.
 - ”Duration of retention: 5 years
 - Personal information retained in relation to commercial transaction and supply of goods
 - ”Reason for retention: to comply with the provision specified in the acts relating consumer protection and e-commerce and other laws and regulations that are relevant to collection and storage of personal information
 - ”Duration of retention: 5 years
 - Personal information retained in arbitrating disputes or processing customers' claims and complaints
 - ”Reason for retention: to comply with the provisions of the consumer protection and e-commerce laws and other regulations that are relevant to collection and storage of personal information
 - ”Duration of retention: 3 years

4. Process and Method of Destroying Personal Information

AACR-KCA organizing committee, in principle, destroys personal information immediately after the purposes of collection and use of such information are achieved. The process and method of destroying personal information are the following:

- Process for Destruction
 - The personal information provided by the user for the purposes of membership application, etc. shall be transferred to a separate database (DB) (papers will be transferred to a separate file) and then destroyed after the purposes of collection and use of such information are achieved for further time periods in accordance with the internal policies and relevant laws and regulations (please refer to part 3, “Duration of Retaining and Using Personal Information”).
 - Unless otherwise provided in laws, the personal information in the separate DB shall not be used for any purpose other than as specified herein.
- Method of Destruction

Personal information will be destroyed PERMANENTLY by using such methods as stated below:

- Personal information that is documented on paper will be shredded or incinerated.
- Personal information that is saved in the form of electronic files will be destroyed via technical means making the records non-reproducible.

5. Providing and Sharing Personal Information

We neither use the personal information beyond the scope set forth in this Privacy Policy nor disclose your personal information for third-party individual, company or organization unless otherwise provided as below:

- Prior consent provided by user
- Required by laws and regulations or requested by investigation agencies according to the process and method specified by laws and regulations for investigative purposes
- In circumstances where the user or the user's legal guardian is unable to give prior consent (due to unknown address, etc.), but the user or a third party needs personal information urgently to protect his/her personal safety
- Required for the purpose of statistics or academic studies in a format where the individual is unidentifiable

■ Personal information to be shared with an agency only for the convenient service of the users and participants

| Name of company | Items provided | Purpose of use | Duration of Retention |
|-----------------|--|---|------------------------------|
| MCI Korea | Full name (Korean/ English), username ID (email address), password, postal address, contact information (telephone, mobile number), affiliation and position | Customer service operation, Conference & Event operation, Sending newsletters | Duration of service provided |

6. Delegation of Processing of Personal Information

To improve the quality of services offered, AACR-KCA organizing committee delegates personal information processing services to third-party service providers. The outsourcing contract clearly specifies that the third party's strict observance of the instruction related to the protection of personal information and provides the minimum amount of information required to implement the services.

The following organizations are provided with personal information of members of the AACR-KCA Joint Conference on Precision Medicine in Solid, co-hosted by the AACR Foundation and Korean Cancer Association

| Company Name | Services delegated: | Duration of Retention |
|-----------------|--|--|
| AACR Foundation | Operation of aacr.org, Support of customer inquiries, Infrastructure management, Service development, Operation of the AACR.ASIA website | Until termination of membership or contract. |
| Allthegate | Processing of payment by domestic credit card | |
| EXIMBEY | Processing of payment by international credit card | |
| Woori Bank | Receiving bank transfer | |
| | Processing of payment by overseas credit card | |
| Medsoft | Website development, Development and operation of on-line registration system | |
| DM업체 | Sending DM | |
| MCI Korea | Registration management, Customer service operation, Conference & Event operation, Sending newsletters | Retains personal information collected for 2 year after the contract termination |

If any change occurs on the third-party service providers, we will post the updated information on the Announcement or Privacy Policy page.

7. Rights of Member and Legal Guardian and Methods of Exercising Rights

- You and your legal guardian may at any time access, check or correct your registered personal information through 'My Page.' If you notify our Privacy Officer in writing, by telephone or by e-mail, we will, without delay, take care of your request. As general rule, the ID, the name may not be corrected. Exceptionally, however, correction of such information is permissible if your name has been duly changed.
- You and your legal guardian may at any time withdraw your consent to our collection, use, and provision of personal

information. The consent can be withdrawn on the web, by phone, email, or in writing. AACR-KCA organizing committee will take necessary measures to handle withdrawal requests without delay unless otherwise required to be deferred pursuant to applicable laws and regulations, and to the terms and conditions set forth by AACR-KCA Joint Conference on Precision Medicine in Solid Tumors.

8. User Rights and Responsibilities

■ You have obligations to protect your own personal information. AACR-KCA Joint Conference on Precision Medicine in Solid Tumors and AACR-KCA organizing committee will do its best to protect all private information. However, AACR-KCA Joint Conference on Precision Medicine in Solid Tumors and AACR-KCA organizing committee shall not be responsible for any issues or problems arising out of the leak of personal information that are caused by your own negligence (such as transfer or lending or loss of your username ID, password, and/or leaving your access medium such as computer, mobile phone and any other device that you use to connect to our network and sites open by not logging out. Neither AACR-KCA Joint Conference on Precision Medicine in Solid Tumors and AACR-KCA organizing committee shall be responsible for leak of personal information as a result of information collected illegally by a party not mentioned in this document or due to inherent problems in the Internet (such as vulnerability of browsers, hacking and security breach incurred by a party that is not related to either AACR-KCA Joint Conference on Precision Medicine in Solid Tumors and AACR-KCA organizing committee)

- You should keep your personal information up-to-date, and are solely responsible for any accidents arising out of your provision of inaccurate information.
- You are responsible to keep your ID, password and so on securely protected. You should not assign or lend any of them to a third party. You have obligations to change your passwords regularly for security purposes pursuant to the Privacy Policy.
- After using our services, you should log out from your account and close the web browser.
- You must comply with all laws and regulations concerning personal information, including, but not limited to, the IC Network Act, the Data Protection Act.

9. Installation and Operation of Device Designed to Collect Personal Information Automatically and Denial of such Device

AACR-KCA Joint Conference on Precision Medicine in Solid, co-hosted by the AACR Foundation and Korean Cancer Association, uses cookies to save and recall Personal Information at any time in order to provide personalized and customized services to each member. A cookie is a small package of data sent by the server used in the operation of our website to the browser of the member and saved on the hard disk of the member's computer.

Purpose of using cookie

1) To use as standard for target marketing or personalized service by understanding preference, usage form, number of users and areas of interest of users through analyzing frequencies and durations of visit, tracking usage, and degree of participation in various events.

2) Installation/operation of cookie and method of denying access

You can install the cookie at your discretion. Therefore, you can grant all cookies, verify every time a cookie is saved, or refuse all cookies by adjusting the settings of your Internet browser.

You can block cookies by taking the following steps (for Internet Explorer):

1. (1) Select [Internet Option] under [Tools] menu;
2. (2) Click [Privacy] tab; and
3. (3) Adjust [Privacy] settings

However, if you block cookies, you will not have access to the various services provided at the Asian Leadership Conference 2016 website, which requires you to log in.

10. Technological and Managerial Measures for Protection of Personal Information

AACR-KCA Joint Conference on Precision Medicine in Solid Tumors and AACR-KCA organizing committee are committed to preventing the loss, theft, leakage, alteration or damage of your personal information from hacking or other technological means. In order to secure your information, we pursue both technological and managerial protection.

■ Encryption of Personal Information

- The personal information of members, such as credit card information, are protected by encryption

■ Protection against Hacking, etc.

- To protect your personal information from leakage or damage through hacking or computer viruses, AACR-KCA Joint Conference on Precision Medicine in Solid Tumors website is protected by a system with restricted access, as well as anti-intrusion devices and intrusion detection systems. We also use vaccine software to protect personal information from computer viruses. Such vaccine software is regularly updated and applied immediately after abrupt emergence of new computer viruses in order to protect personal information from being compromised.

■ Restricted Access to Personal Information Management System

- To manage personal information, AACR-KCA Joint Conference on Precision Medicine in Solid Tumors website establishes standards on granting, modifying and canceling access privileges to the organized DB system and on methods for creating

passwords and period for resetting password. We adopt various measures necessary to ensure restricted access to other personal information.

■ Training of Staff Managing Personal Information

- We strictly specify that the employee who handles the personal information shall be the designated manager of that personal information. We enforce managerial measures through regular training of such employees on new protection technologies and their adherence to this Privacy Policy, and by granting those separate passwords to ensure management of access privileges.

■ Management of Personal username ID & Password

- In principle, the user is responsible for his or her username ID and password. We are not liable for any accidents that occur due to the user's negligence, such as leakage of personal information (Username ID, password, etc.), and due to the basic risks of the Internet.

- We restrict the number of personal information managers and emphasize the importance of protecting personal information through managerial measures such as training sessions.

11. Designation of Personal Information Manager and Consultation/Report

To protect the personal information of members and to process complaints regarding such information, AACR-KCA Joint Conference on Precision Medicine in Solid, co-hosted by the AACR Foundation and Korean Cancer Association, has designated a personal information manager and administrator. Please contact the below personal information manager or administrator if you have any questions regarding your personal information. The Asian Leadership Conference 2016 will send you a response in a timely manner.

| Personal Information Manager | | Personal Information Administrator | |
|------------------------------|--------------|------------------------------------|--------------|
| Name: | Affiliation: | Name: | Affiliation: |
| Phone: | Position: | Phone: | Position: |
| Email: | | Email: | |

Please contact the following organizations in case you wish to report or consult about cases of infringement of your personal information.

- Personal Information Infringement Report Center (www.118.or.kr / 118)
- Korea Association for ICT Promotion (www.eprivacy.or.kr / 02-580-0533~4)
- High Technology Crime Investigation Unit at the Supreme Prosecutors' Office (www.spo.go.kr / 02-3480-2000)
- Cyber Terror Response Center of the Korean National Police Agency (www.ctrc.go.kr / 02-392-0330)

12. Obligation of Notice

AACR-KCA Joint Conference team will notify you of all changes in this privacy policy through the website at least seven days before the changes take effect.

- This Privacy Policy takes effect June 1, 2018