

PERSONAL DATA PROCESSING POLICY FORESTCORE CONFERENCE

Corporación Científica Ingeobosque, identified with Tax ID (NIT) 900.750.914-9, located at Calle 38 No. 76 – 28, Medellín, email info@ingeobosque.org, and phone **+57 320 281 8092**, in its capacity as the entity responsible for the processing of personal data, hereby informs attendees, presenters, suppliers, partners, and all other participants of the ForestCore Conference that their personal data will be processed in accordance with Law 1581 of 2012, Decree 1377 of 2013, and all other applicable regulations on personal data protection.

1. Objective

To ensure the protection of personal data collected in the context of the ForestCore Conference and guarantee its proper, transparent, and limited use according to the purposes authorized by the data subjects.

2. Scope

This policy applies to personal data provided by attendees, presenters, organizers, suppliers, partners, and any natural person connected to the event through physical or digital registration forms, photographic or audiovisual records, databases, and other legitimate collection mechanisms.

3. Purposes of Data Processing

Personal data will be used for the following purposes:

- To register and manage participation in conferences, workshops, lodging, and/or field trips, as applicable.
- To issue attendance and participation certificates.
- To contact participants with academic, logistical, or administrative information about the event.
- To prepare statistical reports required by the organization or partner entities.
- To produce photographic and audiovisual records as documentation of the event, which may be used for academic, institutional, and outreach purposes in printed materials, digital media, and the Corporation's and event's social media channels. To comply with legal, contractual, accounting, and security obligations.
- To maintain a directory of participants (name, institution, country, email, area of interest).

- To create discussion groups or mailing lists (e.g., silviculture, ecological restoration, climate change).
- To manage an “alumni network” to facilitate post-event professional and academic connections.
- To send invitations to future conferences, courses, webinars, or working groups.
- To distribute satisfaction surveys and collect post-event feedback.
- To conduct medium-term impact studies (e.g., “impact of ForestCore on collaboration networks, publications, or generated projects”).
- To prepare internal reports for quality assurance and improvement of content, logistics, and thematic areas.

4. Rights of Data Subjects

In accordance with Law 1581 of 2012, data subjects have the right to:

- Know, update, and correct their personal data.
- Request proof of the authorization granted.
- Be informed about the use of their data.
- Revoke authorization and/or request deletion of their data, unless a legal or contractual obligation prevents it.
- File complaints before the *Superintendencia de Industria y Comercio* if they believe their rights have been violated.

5. Definitions

- **Authorization:** Prior, express, and informed consent from the data subject for the processing of personal data.
- **Database:** Organized set of personal data subject to processing.
- **Personal Data:** Any information linked or that can be associated with one or more identifiable natural persons.
- **Public Data:** Data not classified as private, semi-private, or sensitive. Examples include civil status, profession, and information related to public officials.

- **Semi-private Data:** Data that is not intimate, reserved, or public, whose access may interest the data subject and certain sectors or groups.
- **Private Data:** Data that, due to its reserved or intimate nature, is relevant only to the data subject.
- **Sensitive Data:** Data affecting the privacy of the data subject or that may lead to discrimination (e.g., racial or ethnic origin, political orientation, religious beliefs, health data, sexual life, biometric data).
- **Data Processor:** Individual or legal entity that processes personal data on behalf of the data controller.
- **Data Subject:** Natural person whose data is processed.
- **Processing:** Any operation on personal data, such as collection, storage, use, circulation, or deletion.

6. Sensitive Data and Data of Minors

Information concerning children and adolescents will be processed only with authorization from their legal representatives and always in accordance with their best interests.

7. Procedure for Exercising Data Subject Rights

Data subjects may exercise their rights through the following channels:

- **Written or in-person:** Calle 38 No. 76 – 28, Medellín
- **Phone:** +57 320 281 8092
- **Email:** forestcore@ingeobosque.org

Response times are as established by Law 1581 of 2012:

- **Inquiries:** up to 10 business days
- **Claims:** up to 15 business days

8. Validity of the Policy

This policy becomes effective upon publication and will remain active as long as necessary to fulfill the purposes described and the legal obligations arising from the event.



9. Acceptance of the Policy

Participation in the ForestCore Conference as a presenter, attendee, supplier, partner, or in any other role implies knowledge and acceptance of this Personal Data Processing Policy.

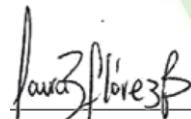
By registering for or attending the event, data subjects grant prior, express, and informed authorization to the *Corporación Científica Ingeobosque* to collect, store, use, and process their personal data according to the purposes described in this document.

In particular, authorization is granted for:

- The collection of data through physical or digital registration forms.
- The use of photographs, videos, and other audiovisual recordings captured during the event for academic, institutional, and dissemination purposes.
- The sending of communications related to the event and future academic or institutional activities of the Corporation.

Data subjects retain at all times the right to access, correct, update, delete, or revoke authorization regarding their data, in accordance with this policy and applicable regulations.

Sincerely,



Laura Flórez Botero

ID No. 1.128.281.757

Executive Director

Corporación Científica Ingeobosque

