

LAST UPDATED: [2019-08-29]

## SABPA Privacy Policy

The Sino-American Biotechnology and Pharmaceutical Professionals Association (“**SABPA**,” “**we**,” or “**us**”) wants you to be familiar with how we collect, use and disclose information. This Privacy Policy describes our practices in connection with information that we collect:

- Through our website at [www.sabpa.org](http://www.sabpa.org) operated by us from which you are accessing this Privacy Policy the “**Website**”),
- through our social media pages on third-party social media platforms (our “**Social Media Pages**”), and
- through HTML-formatted email messages that we send to you that link to this Privacy Policy.

Collectively, we refer to the Website, Social Media Pages, and emails as the “**Services**”).

### PERSONAL INFORMATION

“**Personal Information**” is information that identifies you as an individual or relates to an identifiable individual. The Services collect personal information including:

- Name
- Telephone number
- Email address
- Social media account ID

We need to collect Personal Information in order to provide the requested Services to you. If you do not provide the information requested, we may not be able to provide the Services. If you disclose any Personal Information relating to other people to us or to our service providers in connection with the Services, you represent that you have the authority to do so and to permit us to use the information in accordance with this Privacy Policy.

### Use of Personal Information

We and our service providers use Personal Information for legitimate business purposes, including the following:

- **Providing the functionality of the Services and fulfilling your requests.**
  - To provide the Services’ functionality to you, such as arranging access to your registered account and providing you with related support.
  - To respond to your inquiries and fulfill your requests, when you register for one of our events or contact us via one of our online contact forms or otherwise.
  - To complete your event registrations or other transactions, and provide you with related support.
  - To send administrative information to you, such as changes to our terms, conditions and policies.
- **Providing you with our newsletter and/or other promotional materials**
  - To send you promotional emails, with information about our services, and other news about our organization.
- **Aggregating and/or anonymizing Personal Information.**
  - We may aggregate and/or anonymize Personal Information so that it will no longer be considered Personal Information. We do so to generate other data for our use, which we may use and disclose for any purpose.

- **Accomplishing our organization’s purposes.**
  - For data analysis, for example, to improve the efficiency of our Services;
  - For audits, to verify that our internal processes function as intended and are compliant with legal, regulatory or contractual requirements;
  - For identifying usage trends, for example, understanding which parts of our Services are of most interest to users;
  - For operating and expanding our organization’s activities, for example, understanding which parts of our Services are of most interest to our users so we can focus our energies on meeting our users’ interests.

### Disclosure of Personal Information

We disclose Personal Information:

- **To our third party service providers, to facilitate services they provide to us.**
  - These can include providers of services such as website hosting, data analysis, payment processing, information technology and related infrastructure provision, email delivery, auditing, and other services.
- **To our third party partners that help operate events we sponsor.**
  - These partners may, consistent with your choices, inform you of similar events or offerings.

### Other Uses and Disclosures

We also use and disclose your Personal Information as necessary or appropriate, especially when we have a legal obligation or legitimate interest to do so:

- **To comply with applicable law and regulations.**
  - This can include laws outside your country of residence.
- **To cooperate public and government authorities.**
  - To respond to a request or to provide information we believe is important
  - These can include authorities outside your country of residence.
- **To cooperate with law enforcement.**
  - For example, when we respond to law enforcement requests and orders or provide information we believe is important.
- **For other legal reasons.**
  - To enforce our terms and conditions; and
  - To protect our rights, privacy, safety or property, and/or that of our affiliates, you or others.
- **In connection with a reorganization or similar change in our structure.**
  - We may use, disclose or transfer your information to a third party in the event of any reorganization, merger, joint venture, assignment, transfer or other disposition of all or any portion of our organization or assets.

### OTHER INFORMATION

“Other Information” is any information that does not reveal your specific identity or does not directly relate to an identifiable individual, such as:

- Browser and device information
- Information collected through cookies, pixel tags and other technologies
- Demographic information and other information provided by you that does not reveal your specific identity
- Information that has been aggregated in a manner such that it no longer reveals your specific identity

If we are required to treat Other Information as Personal Information under applicable law, then we may use and disclose it for the purposes for which we use and disclose Personal Information as detailed in this Policy.

### **Collection of Other Information**

We and our service providers may collect Other Information in a variety of ways, including:

- **Through your browser or device:**
  - Certain information is collected by most browsers or automatically through your device, such as your Media Access Control (MAC) address, computer type (Windows or Mac), screen resolution, operating system name and version, device manufacturer and model, language, Internet browser type and version and the name and version of the Services you are using. We use this information to ensure that the Services function properly.
- **Using cookies**
  - Cookies are pieces of information stored directly on the computer that you are using. Cookies allow us to collect information such as browser type, time spent on the Services, pages visited, language preferences, and other traffic data. We and our service providers use the information for security purposes, to facilitate navigation, to display information more effectively, and to personalize your experience. We also gather statistical information about use of the Services in order to continually improve their design and functionality, understand how they are used and assist us with resolving questions regarding them. We do not currently respond to browser do-not-track signals. If you do not want information collected through the use of cookies, most browsers allow you to automatically decline cookies or be given the choice of declining or accepting a particular cookie (or cookies) from a particular website. You may also wish to refer to <http://www.allaboutcookies.org/manage-cookies/index.html>. If, however, you do not accept cookies, you may experience some inconvenience in your use of the Services.
- **Using pixel tags and other similar technologies**
  - Pixel tags (also known as web beacons and clear GIFs) may be used to, among other things, track the actions of users of the Services (including email recipients), measure the success of our promotional campaigns, and compile statistics about usage of the Services and response rates.
- **IP Address**
  - Your IP address is automatically assigned to your computer by your Internet Service Provider. An IP address may be identified and logged automatically in our server log files whenever a user accesses the Services, along with the time of the visit and the page(s) that were visited. Collecting IP addresses is standard practice and is done automatically by many websites, applications and other services. We use IP addresses for purposes such as calculating usage levels, diagnosing server problems and administering the Services. We may also derive your approximate location from your IP address.

### **Uses and Disclosures of Other Information**

We may use and disclose Other Information for any purpose, except where we are required to do otherwise under applicable law. In some instances, we may combine Other Information with Personal Information. If we do, we will treat the combined information as Personal Information as long as it is combined.

## SECURITY

We seek to use reasonable organizational, technical and administrative measures to protect Personal Information within our organization. Unfortunately, no data transmission or storage system can be guaranteed to be 100% secure. If you have reason to believe that your interaction with us is no longer secure, please immediately notify us in accordance with the “*Contacting Us*” section below.

## CHOICES AND ACCESS

If you no longer want to receive promotional emails from us on a going-forward basis, you may opt-out by using the opt-out mechanism contained in each such email.

We will try to comply with your request(s) as soon as reasonably practicable. Please note that if you opt-out of receiving promotional emails from us, we may still send you important administrative messages, from which you cannot opt-out.

### How you can update your Personal Information

If you would like to update Personal Information that you have provided to us, you may contact us in accordance with the “*Contacting Us*” section below.

Please note that we may need to retain certain information for recordkeeping purposes and/or to complete any transactions that you began prior to requesting an update to your Personal Information (e.g., when you pay for membership or attendance at a SABPA event).

## THIRD PARTY SERVICES

This Privacy Policy does not address, and we are not responsible for, the privacy, information, or other practices of any third parties, including any third party operating any website or service to which the Services link. The inclusion of a link on the Services does not imply endorsement of the linked site or service by us or by our affiliates.

In addition, we are not responsible for the information collection, use, disclosure or security policies or practices of other organizations, such as Facebook, Apple, Google, Microsoft, RIM or any other operating system provider, wireless service provider or device manufacturer, including with respect to any Personal Information you disclose to other organizations through or in connection with the Services or our Social Media Pages.

## USE OF SERVICES BY MINORS

The Services are not directed to individuals under the age of thirteen (13), and we do not knowingly collect Personal Information from individuals under 13.

## JURISDICTION AND CROSS-BORDER TRANSFER

Your Personal Information may be stored and processed in any country where we have facilities or in which we engage service providers, and by using the Services you understand that your information will be transferred to countries outside of your country of residence, including the United States, which may have data protection rules that are different from those of your country.

## SENSITIVE INFORMATION

Unless we request it, we ask that you not send us, and you not disclose, any sensitive Personal Information (e.g., social security numbers, information related to racial or ethnic origin, political opinions, religion or

other beliefs, health, biometrics or genetic characteristics, or criminal background) on or through the Services or otherwise to us.

### **THIRD PARTY PAYMENT SERVICE**

We may use a third-party payment service to process payments made through the Services. If you wish to make a payment through the Services, your Personal Information will be collected by such third party and not by us, and will be subject to the third party's privacy policy, rather than this Privacy Policy. We have no control over, and are not responsible for, this third party's collection, use, and disclosure of your Personal Information.

### **UPDATES TO THIS PRIVACY POLICY**

The "*LAST UPDATED*" legend at the top of this Privacy Policy indicates when this Privacy Policy was last revised. Any changes will become effective when we post the revised Privacy Policy on the Services. Your use of the Services following these changes means that you accept the revised Privacy Policy.

### **CONTACTING US**

The Sino-American Biotechnology and Pharmaceutical Professionals Association, located at P.O. Box 927631, San Diego, CA 92192-7631, USA, is the company responsible for collection, use and disclosure of your Personal Information under this Privacy Policy.

If you have any questions about this Privacy Policy, please contact us at [info@sabpa.org](mailto:info@sabpa.org), or:

P.O. Box 927631, San Diego, CA 92192-7631, USA

Because email communications are not always secure, please do not include credit card or other sensitive information in your emails to us.