APSORC25 Local Organizing Committee

# **APSORC25 Privacy Policy**

APSORC25 Local Organizing Committee (LOC) will properly handle information provided by APSORC25 participants and their associates in accordance with this policy.

## 1. Collection of Personal Information

The LOC collects information (personal information) provided by APSORC25 participants and their associates to the extent necessary to organize APSORC25 and to publish the proceedings. Personal information includes, for example, names, e-mail addresses, credit card numbers, bank account numbers, and passport numbers. The LOC also collects information including browser information, referrers, and IP addresses, and uses cookies to improve web access services.

#### 2. Use of Personal Information

The LOC will use personal information only to the extent necessary to organize APSORC25 and to publish the proceedings, for example, to manage participation, contributions, and session proposals, and to exchange information at each session. The LOC will not provide personal information to any third party, except when it is outsourced to achieve the objectives of APSORC25, or when required by law.

### 3. Management of Personal Information

The LOC will make its best efforts to properly manage personal information in its possession to prevent it from being leaked to outside parties, tampered with, or lost.

### 4. Inquiries and Complaints Regarding Personal Information

Inquiries by the individual regarding the disclosure, correction, suspension of use, etc. of personal information will be accepted at any time and handled appropriately. A contact point shown below is available to receive inquiries and complaints regarding the handling of personal information, and when a complaint is received, it will be handled appropriately and promptly.

#### 5. Contact Point

Contact form: https://forms.gle/Thd24ihXfZ8gX5ZA7