



Privacy Statement for External Participants in Global Fund Meetings

October 2022

The Global Fund is committed to respecting the dignity and privacy of people, while balancing such rights with the Global Fund values of transparency and accountability and the ability of the Global Fund to carry out its mission.

1. When does this privacy statement apply?

This privacy statement explains how we collect and use information about you when you register for and participate in Global Fund meetings, whether in-person, virtual or hybrid, as an external participant (i.e. not a Global Fund staff, consultant, committee, or board member). It also explains the choices and rights available to you.

2. What information will we collect and how will we use it?

The Global Fund will process personal information you provide on the basis of your consent, and its legitimate interests in a) providing the technical and administrative facilities for the meeting and b) to ensuring adequate and effective organization of, facilitate your participation in, ensure appropriate follow-up to, and manage logistics for the meetings.

In particular, unless otherwise specified during the meeting (i.e. “Chatham House Rules”), interventions and contributions may be used by the Global Fund for minuting and reporting purposes.

The information collected about you by the Global Fund will be limited to the following:

- biographical and professional information, including your title and name, as well as contact details, including screen name, your phone number and e-mail address;
- technical information regarding your connection details and the devices you use to connect to virtual meetings will also be collected;
- during the meeting, the data captured by the microphone or video camera of your device or the conference room is being processed. We will provide transparent information in advance if recordings or transcriptions are made. Recordings and transcriptions are indicated in the video conferencing application. You can switch off or mute the camera or microphone of your own device at any time via the video conferencing applications;
- when using the chat, question or survey functions or other functions for uploading and downloading files such as images, audio, video or other information, the data provided by you will be processed in order to display them in the context of the

meeting and to make them accessible to other participants during or after the meeting, and to record them, if necessary;

The Global Fund uses external service providers to provide virtual and hybrid meeting facilities on its behalf. As the data controller, the Global Fund remains responsible for your meeting recordings.

Please read the privacy statements for each of the platforms for further information on the data that the external companies collect from you and how they use this data. Below are privacy statements for some of the most commonly used tools for meetings facilitated by the Global Fund. Other tools may be used and the privacy statements for those tools can be found on their respective websites:

Microsoft Office 365 services: <https://privacy.microsoft.com/en-us/privacystatement>,

Zoom: <https://explore.zoom.us/en/privacy/>

Mentimeter: <https://www.mentimeter.com/privacy>

The Global Fund will not otherwise share any personal information about you collected during the meeting.

3. How long will we keep your information?

We will retain your information for up to 3 years.

4. How do we protect your information?

The Global Fund encourages a culture of open communication, but we also want to ensure our information - including personal data - is safe. In the course of its operations, the Global Fund obtains, stores and processes large amounts of information, sometimes including data of a personal nature. The Global Fund is committed to respecting the dignity and privacy of individuals, while balancing such rights with the Global Fund values of transparency and accountability and the ability of the Global Fund to carry out its mission. The basic concept of personal data protection is to protect certain rights of individuals to control what information about them is available to third parties and how such data is then used or shared. In order to help us achieve this aim, the Global Fund has policies in place for data governance, privacy information security, including procedural and technical control measures, aligning with ISO 27001 information security best practices.

For further information on how the Global Fund collects and uses personal data, please read the Global Fund's Privacy Statement on our website.

(<https://www.theglobalfund.org/en/legal/privacy-statement/>).

You may choose not to provide your personal information. In which case, it may not be possible to facilitate your participation in Global Fund in-person meetings, or to enable you to participate in hybrid or virtual meetings.

5. Whom should you contact if you have questions?

You may request at any time that your personal information be corrected or deleted. We invite you to contact personaldata@theglobalfund.org if you have questions about your personal information.

We will endeavor to respond to your request as soon as reasonably practicable. For your protection, we must verify your identity before implementing your request. If we are unable to verify your identity, we may not be able to implement the request for security reasons. In some cases, we may need to retain certain information where important public interests require, such as the safety and security of individuals; the rights and freedoms of others; the

integrity of audit, investigation, arbitral or judicial processes; and/or recordkeeping or legal purposes.

6. Privileges and immunities

Nothing in or related to this privacy statement may be construed as a waiver, express or implied, of the privileges and immunities accorded to the Global Fund under international law, including international customary law, any international conventions, treaties or agreements, or any national laws.