

## Privacy Policy

### Connectivity Standards Alliance

The Connectivity Standards Alliance respects your privacy. We want to ensure that you get the information, content, and experiences that matter most to you. The Connectivity Standards Alliance is committed to protecting the privacy of its members, volunteers, and other industry partners.

### Scope

This Privacy Policy applies to all personal data processed by full-time and part-time employees, volunteers when acting on behalf of the Connectivity Standards Alliance, its contractors and partners doing business on behalf of the Connectivity Standards Alliance, as well as all legal entities, and all business processes conducted by the Connectivity Standards Alliance.

### What information do we collect?

The Connectivity Standards Alliance collects the following personal data in line with the use purposes explained in a subsequent section:

- Your name and contact details
- Online profile data/usage (working groups, etc.)
- Registration and participation in Connectivity Standards Alliance meetings, events and activities
- Subscription preferences (working groups, etc.)
- Information about service usage
- Authentication data (for our Single Sign On Service)
- Location information
- Other information you upload or provide to us

### How do we use your information?

The Connectivity Standards Alliance uses (and, where specified, shares) your personal information for the following purposes:

**To process transactions.** Connectivity Standards Alliance uses personal information such as name, physical address, telephone number, email address, and company/institution to engage in interactions with you, including contacting you about your membership, collaboration tools subscriptions, or event participation. We use financial/credit card and payment information to process your order, only at the time of the order, and may need to share some of this information with merchant (credit card) services, payment gateways, and other third parties to complete the transaction. This information is not stored and is only used during the transaction.

**To provide support or other services.** Connectivity Standards Alliance may use your personal information to provide you with support or other services that you have ordered or requested. Connectivity Standards Alliance may also use your personal information to respond directly to your requests for information, including registrations for newsletters,

webinars, or other specific requests, or pass your contact information to the appropriate Connectivity Standards Alliance staff, member or partner as needed for further follow-up related to your interests.

**To provide information based on your needs and respond to your requests.** Connectivity Standards Alliance may use your personal information to provide you with notices of new specification releases or tools and service developments.

**To provide online forums and social networks.** Some services available on the websites permit you to participate in interactive discussions, post comments, or other content to a working group or exchange, or otherwise engage in networking activities. Some of these messages and discussions are moderated; all may be accessed for technical reasons (for example, for improvements or bug fixes). Connectivity Standards Alliance does not always control the content that users may post to these working groups, forums or social networks. You should carefully consider whether you wish to submit personal information to these working groups, forums or social networks and tailor any content you submit appropriately and in accordance with the relevant terms of use. You should also review any additional terms and conditions that may govern your use of these services, including terms related to sharing your personal information and receiving communications.

**To administer products.** Connectivity Standards Alliance may contact you if you purchase certification services, software licenses and/or user tools to confirm certain information about your order (for example, that you did not experience problems in the download process). We may also use this information to confirm compliance with licensing and other terms of use and may share it with your company/institution.

**To select content, improve quality, and facilitate use of the websites.** Connectivity Standards Alliance may use your personal information, including the information gathered as a result of site navigation and electronic protocols and cookies (including third-party cookies), to help create and personalize website content, improve website quality, track marketing campaign responsiveness, evaluate page response rates, conduct usability testing, and facilitate your use of the websites (for example, to facilitate navigation and the login process, avoid duplicate data entry, enhance security, keep track of shopping cart additions, and preserve order information between sessions).

**To assess usage of certain tools and Alliance products and services.** Connectivity Standards Alliance may track your usage of member collaboration tools and services (e.g., GoToMeeting, Workspace, etc.) to: (a) determine your level of usage, and those usage statistics may be made available to the Connectivity Standards Alliance's content licensors and your company/institution; (b) determine your level of participation, and these usage statistic may be used to compute voting rights in working groups; and (c) along with other types of your data (e.g., company/institution affiliation), provide such data to Connectivity Standards Alliance working group chairpersons for use related to the purpose of the applicable working group(s).

**To communicate with you about a meeting, conference, or event.** We may communicate with you about a meeting, conference, or event hosted or sponsored by Connectivity Standards Alliance or one of our liaison partners. This may include information about the event's content, event logistics, payment, updates, and additional information related to the event. Information you provide when registering for or participating in a conference managed or co-sponsored by parties, other than or in addition to Connectivity Standards Alliance may be shared with those parties, and the treatment of such information is further subject to the privacy policies of those parties. Connectivity Standards Alliance and its conference co-sponsors may contact you after the event about the event, subsequent iterations of the event and related events. Please note that Connectivity Standards Alliance conference, meeting or event organizers, co-sponsors, exhibitors, and other third parties may directly request your personal information at their conference booths or presentations. Providing your information to them is optional, and you should review their privacy policies to address your particular needs and concerns about how they will treat your personal information.

**To consider you for a higher membership class or a Connectivity Standards Alliance award.** Connectivity Standards Alliance may use personal information such as your name, activity and involvement in the Connectivity Standards Alliance, and your involvement in other industry volunteer activities to consider you for a higher membership class or for a Connectivity Standards Alliance award. Connectivity Standards Alliance may need to share this information with your nominators, references, judges, members and others parties involved in evaluating your eligibility.

**To include you in Connectivity Standards Alliance Working Group Directories.** If you are an active member of Connectivity Standards Alliance, at your request, we may include your information in Alliance Working Group Rosters on Causeway, and if applicable in other user community collaboration tools (e.g. Slack). We may also enable private member to member messaging (your email address will never be shared through any private member to member messaging service). Active members can request changes to their group roster visibility preferences any time by contacting [privacy@csa-iot.org](mailto:privacy@csa-iot.org), or if applicable, via the account settings in our member tools.

**To document standards development participation.** If you are a participant in Connectivity Standards Alliance standards development, Connectivity Standards Alliance uses your personal information to comply with policies and procedures, legal requirements, and evaluation of any patent claims by patent offices. Connectivity Standards Alliance must capture your personal data for these purposes and provides information about activities related to standards development groups in which you participate. Connectivity Standards Alliance standards development participation is documented through various methods, e.g., rosters, submission documents, email reflectors, records of meeting attendance, responses to ballots, publicly available participation lists, and declaration of affiliations.

**To assist in your participation in Connectivity Standards Alliance outreach activities.** Connectivity Standards Alliance will communicate with you, if you are

participating in certain Connectivity Standards Alliance outreach activities such as Connectivity Standards Alliance conferences, authoring or reviewing a Connectivity Standards Alliance press release, whitepaper or news article. Connectivity Standards Alliance may send you information such as newsletters related to those activities.

**To update you on relevant Connectivity Standards Alliance membership benefits, programs, and opportunities.** Connectivity Standards Alliance may communicate with you regarding relevant Connectivity Standards Alliance membership benefits, programs, and opportunities available to you, through your membership(s) with Connectivity Standards Alliance.

**To engage with third parties.** Connectivity Standards Alliance may share your personal data with third parties in connection with services that these individuals or entities perform for or with Connectivity Standards Alliance. These third parties are restricted from using this data in any way other than to provide services for Connectivity Standards Alliance or for the collaboration in which they and Connectivity Standards Alliance are contractually engaged (for example, hosting a Connectivity Standards Alliance database or engaging in data processing on the Connectivity Standards Alliance's behalf, or mailing you information that you requested). These third parties are carefully selected by Connectivity Standards Alliance and obligated to keep your data secure.

**To protect Connectivity Standards Alliance content and services.** We may use your information to prevent potentially illegal activities and to enforce our terms and conditions. We also use a variety of technological systems to detect and address anomalous activity and to screen content to prevent abuse, such as spam. These efforts may, on occasion, result in a temporary or permanent suspension or termination of some functions for some users.

**To get feedback or input from you.** In order to deliver products and services of most interest to our members, from time to time, we may ask members, volunteers, and website visitors to provide us input and feedback (for example through surveys, usability studies, focus groups).

**To protect Connectivity Standards Alliance information assets as well as your own personal data.** Connectivity Standards Alliance protects the confidentiality, integrity, and availability of Connectivity Standards Alliance information assets by following a risk management approach based on policies, standards, guidelines, and procedures to meet security objectives while supporting business and operational goals.

## Frequently Asked Questions:

**How can I control my information?** You can control the information we have about you and how we use it in several ways:

- If you are a registered member tools user, you can review the personal data that you have provided to Connectivity Standards Alliance via <https://groups.csa-iot.org/user/profile>

- From your Causeway home page, click on My Profile
- Review and edit your profile details, and if applicable request any changes by contacting [privacy@csa-iot.org](mailto:privacy@csa-iot.org)
- Use the unsubscribe method provided in our various communications

**Personal data about minors and children.** Connectivity Standards Alliance does not knowingly collect data from or about children under 18 without the permission of parent(s)/guardian(s). If we learn that we have collected personal information from a child under 18, we will delete that information as quickly as possible. If you believe that we might have any information from or about a child under age 18, please contact us at [privacy@csa-iot.org](mailto:privacy@csa-iot.org).

**How will you know if the Privacy Policy is changed?** Connectivity Standards Alliance may update this Privacy Policy from time to time. If we make any material changes we will notify you by email if you have a Connectivity Standards Alliance member user account, or by means of a notice on our member website prior to the change becoming effective. We encourage you to periodically review this page for the latest information on our privacy practices.

#### **Technical and regulatory information:**

**External links behavior** - Some of Connectivity Standards Alliance's websites link to other sites created and maintained by other public- and/or private-sector organizations. Connectivity Standards Alliance provides these links solely for your information and convenience. When you transfer to an outside website, you are leaving the Connectivity Standards Alliance domain, and the Connectivity Standards Alliance's information management and privacy policies no longer apply. Connectivity Standards Alliance encourages you to read the privacy statement of each external website that you visit before you provide any personal data.

**Cookies and web beacons** - Cookies and web beacons are electronic placeholders that are placed on your device by websites to track your individual movements on that website over time. Connectivity Standards Alliance uses both session-based cookies (which last only for the duration of the user's session) and persistent cookies (which remain on your device and provides information about the session you are in and waits for the next time you use that site again).

Tracking cookies, third-party cookies, and other technologies such as web beacons may be used to process additional information, enable non-core functionalities on the Connectivity Standards Alliance website and enable third-party functions (such as a social media "share" link). We may also include web beacons and other similar technology in member email messages to determine whether the messages have been opened.

**Collaboration with authorities** - Connectivity Standards Alliance has appointed a Privacy Officer who represents the regulatory authorities inside the Connectivity Standards Alliance, and in return represents the Connectivity Standards Alliance to regulatory authorities.



The Privacy Officer will ensure proper communication with the relevant regulatory authority for privacy. The Privacy Officer will lead investigative action, complaint handling and data breach notification, and will also monitor regulatory changes and consult the regulatory authority where implementation of a regulatory or technological change leads to doubt.

**Transfer of information to other countries** - As a global organization, Connectivity Standards Alliance engages in a number of international activities. In connection with the management of those activities, Connectivity Standards Alliance may transfer information to other countries. By submitting your information to Connectivity Standards Alliance via the websites, or in connection with your interactions with the Connectivity Standards Alliance offline, you consent to such transfers and to the processing of this information in other countries.

**Responses to legal requests** - Connectivity Standards Alliance reserves the right to share your information to respond to duly authorized information requests of governmental authorities or where required by law.

**Merger, Acquisition, Etc.** - In the event of bankruptcy, merger, acquisition, reorganization or sale of assets, your information may be transferred as part of that transaction. The promises in this Privacy Policy will apply to your information as transferred to the new entity.

**Your European Union privacy rights** - Under the General Data Protection Regulation (Regulation EU 2016/679, also known as GDPR), if you are an individual protected by the GDPR you may have certain rights as a data subject. To request information about or avail yourself of those rights, please send an email to [privacy@csa-iot.org](mailto:privacy@csa-iot.org) with "GDPR Request" in the subject line. In the email please describe, with specificity, the GDPR right you are requesting assistance with. Please note additional information may be requested prior to initiation of a request and that Connectivity Standards Alliance reserves the right to charge a fee with respect to certain requests. Upon Connectivity Standards Alliance's completion of its review you will be notified if your request has been granted, denied, or if exemptions apply.

**Your California privacy rights** - Connectivity Standards Alliance does not knowingly disclose personal information to third parties for the third-parties' direct marketing purposes. Under California Civil Code Section 1798.83 (also known as S.B. 27), if you are a California resident and your business relationship with Connectivity Standards Alliance is primarily for personal, family, or household purposes, you may request certain data regarding the Connectivity Standards Alliance's disclosure, if any, of personal information to third parties for the third-parties' direct marketing purposes. To make such a request, please send an email to [privacy@csa-iot.org](mailto:privacy@csa-iot.org) with "Request for California Privacy Information" in the subject line. You may make such a request up to once per calendar year. If applicable, we will provide you, by email, a list of the categories of personal information disclosed to third parties for their direct marketing purposes during the immediately preceding calendar year, along with the third parties' names and addresses. Please note that not all personal information sharing is covered by S.B. 27's requirements.



**How do I contact you if there is an issue?** - If you have any questions or concerns about this Privacy Policy or about the use of your personal information, please feel free to contact us by email at [privacy@csa-iot.org](mailto:privacy@csa-iot.org). Your request will be forwarded to the Connectivity Standards Alliance Privacy Officer.

**Date**

**13 January 2022**

**Ver 3.0**

**Contact information:**

[privacy@csa-iot.org](mailto:privacy@csa-iot.org)

Connectivity Standards Alliance Privacy Officer

+1.530.564.4565 (Phone)