

CIREC Seoul 2026 Workshop Privacy notice and consent form

Privacy Notice

Purpose of the personal information collection and use

IET Services Limited is a company registered in England and Wales with company registration number 00909719, whose registered address is at Savoy Place, London, WC2R 0BL, UK (IET Services).

When you register your interest and register to attend the CIREC Seoul 2026 Workshop, IET Services will collect your name, company name, job title and email address, payment, and any dietary requirements or accessibility needs you may have in order to facilitate your attendance at the CIREC Seoul Workshop. The IET will use these details to manage entry and attendance at the venue. We will share if necessary your name and details of dietary and accessibility needs with the venue provider JW Marriott Dongdaemun Square Seoul, for legitimate business safety purposes.

Once you have registered we will also support you with preparing a Visa support letter if needed, and for this purpose we will collect your passport number and address and event registration reference, and we'll verify that you are a delegate to this workshop.

When you register to attend this event you will be separately given the option to attend the dinner hosted by the CIREC Korean National Committee. You will be given a separate link to register for that dinner managed by CIREC Korean National Committee. They will collect personal data from you directly. The IET will not collect or process that data. Please refer to their privacy notice.

The event will be photographed in general including crowd images. We will obtain photography consent if we request to take photographic images of specific individuals for publication on our website.

The CIREC Conferences and CIREC Workshops are hosted and funded alternately by the founding organisations IET Services and AIM. We will share delegate information, name and email address with (AIM) - Association des alumni de l'institut Montefiore, Rue des Homes 1, 4000 Liège Belgium, and Congres International des Reseaux Electriques de Distribution, incorporated as an Association Internationale San But Lucratif (AISBL) registered in Belgium at 1000 Bruxelles, Rue du Congrès 35, Belgium (CIREC)

We will collect your consent to send you emails about CIREC events and share your name and email address with AIM who will send you information about future CIREC events, We will also ask your consent to share your name and email address with the CIREC Seoul 2026 Workshop sponsors.

Exceptions of obtaining prior consent in processing your Personal Information

Where we are processing your personal information based on your consent, you have the right to withdraw your consent and we will stop processing your personal information, unless we have other legitimate bases for doing so under the laws and regulations. For the avoidance of doubt, withdrawal of your consent would not affect the validity of the processing of your personal

information that has been completed based on your consent. Please note that we may and are entitled to process your personal information without your prior consent, where this is required or permitted by the applicable laws and regulations.

In some circumstances we will anonymise your personal information so that it can no longer be associated with you, in which case we are entitled to use such data without obtaining further consent from you.

How will we store your personal information?

The personal information you provide to us will be stored securely pursuant to the applicable laws and regulations dependant on whether there is a legal obligation to which we are subject. Certain laws require us to keep records of the service you have paid, for a certain period of time before we can delete them, such as for statutes of limitations or litigation and will be retained only as is necessary for the purposes for which it was collected, for example, to deliver the event, to process your requirements, resolve disputes and comply with applicable laws. Your personal information will be destroyed in a secure manner after the above retention period. We have contracts with the entities outlined above ensuring the personal information is processed in accordance with the applicable laws and regulations.

Offshore transfer of personal information

Considering that we are an entity outside South Korea and your personal information is collected and handled by us outside South Korea, your personal information will be transmitted securely to United Kingdom and be processed by us (Futures Place, Kings Way, Stevenage, SG1 2UA, UK). We ensure that where transmission of your personal information to United Kingdom, such transmissions are also appropriately protected and in compliance with the applicable laws and regulations. For avoidance of doubt, we are also subject to GDPR and Data Protection Act 2018. Personal information will be appropriately safeguarded to transfer it to South Korea under the European Commission and Secretary of State for DCMS UK, adequacy decisions. The processing is restricted to the necessary purposes and entities outlined above.

Data Subject Rights

You have the following rights in respect of your personal data processed by IET Services:

- The right to request a copy of the personal data we hold about you
- The right to rectification if your personal information is inaccurate or incomplete
- The right to object to use of your personal information
- The right to erasure of your personal data
- The right to restrict processing
- The right to data portability
- The right to object to profiling for direct marketing purposes. We do not conduct solely automated decision-making including profiling
- The right to opt - out or object to receiving direct marketing communications
- The right to withdraw consent at any time

You can exercise your data subject rights by contacting compliance@theiet.org We may ask for relevant details in order to verify you.

Raising a data protection complaint

If you have any cause to believe IET Services has not processed personal data in accordance with applicable data protection legislation contact the IET Data Protection Officer at PrivacyOffice@theiet.org

You may also raise a complaint with the competent Supervisory Authority as applicable.

- In the UK this is the [Information Commissioners Office \(ICO\)](#).
- EEA- If you are located in the EU/EEA you may raise a complaint with the IET's EU GDPR Representative - European Data Protection Office (EDPO). You can contact EDPO regarding matters pertaining to the GDPR by using EDPO's online request form: <https://edpo.com/gdpr-data-request/> or by writing to EDPO at Avenue Huart Hamoir 71, 1030 Brussels, Belgium.
- South Korea - Personal Information Protection Commission South Korea
- Peoples Republic China - Cyberspace Administration of China
- India - If you are resident in India you may contact the IET India Designated Grievance Officer at india@theiet.org.

Consent Form

Acceptance of the privacy policy during registration indicates consent for:

(1) the **Purpose of the personal information collection and use**
as explained above

(2) the **Offshore Transfer of Personal Information** as explained above

(3) the use of your name and email address to send you **email updates and marketing about CIREN events**

- Consent for IET Services to send you email communications promoting CIREN events. You can withdraw your consent by using the unsubscribe link in the email
- IET services to share your name and email address with AIM who will use it to update you about CIREN events they are organising. You may withdraw your consent at any time by writing to compliance@theiet.org
- IET services to share your name and email address with CIREN Seoul 2026 Workshop sponsors. You may withdraw your consent at any time by writing to compliance@theiet.org
- receive email communications about other IET events, products and services. You can withdraw your consent by using the unsubscribe link in the email.