

INTERNATIONAL DIRECTORS FORUM

on Science Engagement

14-17 NOV 2023
FINLAND

International Directors Forum 2023

14-17 November, Vantaa, Finland

Ecsite aisbl
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GENERAL TERMS AND CONDITIONS

The International Directors Forum 2023 is organised by ASPAC, ASTC, Ecsite, NAMES, RedPOP and SAASTEC networks (hereby jointly referred to as Regional Networks). The event is hosted by Heureka – The Finnish Science Centre (hereby jointly referred to as Host) in Vantaa, Finland. The event is open to CEOs/Directors of member organisations of the Regional Networks, hereby referred to as Participants.

Disclaimer

Whilst the programme for the International Directors Forum 2023 is correct at the time of publication, The Host reserves the right to amend the programme at any time.

You may be photographed or filmed at the event and your image used in brochures, emails, films and on the Regional Networks and Host website.

It is the delegate's own responsibility to carefully check the official regulations linked to the current Covid situation to leave their own country and to enter Finland prior to and at the time of the event. Please read our cancellation policy below carefully. Cancellation rules will be applied without exception for late cancellations due to a lack of respect or a lack of knowledge of official travel rules.

It is also the delegate's own responsibility to apply for and secure a Visa for entry into Finland if required. The Host is happy to provide supporting documentation for your application; however, we recommend that you apply for your Visa at least twelve weeks prior to the Conference. Please read our cancellation policy below if you register BEFORE getting your Visa. Without previous written arrangement, cancellation rules will be applied without exception.

Neither Regional Networks nor the Host are responsible for injuries to participants during the event. Finnish law will apply in case of incidents. Participants are responsible for any damage they cause to the event premises.

In case of proven professional error/fault, the liability of Ecsite is limited to the withdrawal of the invoice.

Terms of Payment

Full payment of the registration is due within 14 days of the invoice date.

Possible bank charges related to the payment are to be paid by the Participant. No access to the event will be given to unpaid Participants.

Cancellation and Substitutions Policy

All cancellations must be made in writing to info@ecsite.eu and a Participants respective Regional Network contact.

- Between Tuesday 4 April and Friday 25 August: free cancellation
- Between Saturday 26 August and Tuesday 31 October: submitted to a charge of 50% of the fee
- After 26 October: no refund granted, and full payment is still due.

In case of no-show without written cancellation sent within above deadline, no refund will be granted, and full payment is still due.

If a Participant wants to substitute their attendance with another senior director from their organisation they first need to contact their Regional Network. The Regional Network is then responsible to inform Ecsite of substitution in writing to info@ecsite.eu, providing new Participant data.

Privacy

Through the application process, Ecsite will receive the personal data of all participants. Ecsite will process the received personal data as data controller. For the execution of the contract or to comply with legal obligations, the personal data will be transferred to Heureka and the Participants own regional network. Ecsite ensures that the received personal data of the participants are being processed and transferred in accordance with the provisions and principles of the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC ("GDPR"). According to the GDPR, the participant shall always have the right to request data access, inspection, data rectification or erasure, information, data portability, objection, limitation to the processing of the data relating to him and to be forgotten upon written request, in accordance with the applicable legal provisions. For more information about this subject, we refer to our privacy policy, which can be consulted [on our website](#). For any questions, requests or complaints about privacy: info@ecsite.eu