

How do we process your personal data?

At Spandidos Publications and Spandidos Publications UK (hereinafter we, us, our), acting as Joint Controllers, the protection of your personal information is a matter of high importance.

We process the personal data that you provide to us, only for the purposes of:

1. Your registration to our website
2. Your subscription to one of our journals
3. The submission and publication of your manuscript (including the peer review process)
4. Your subscription to our newsletter lists
5. Your registration for an upcoming conference or workshop, based on the lawful bases of the performance of the contract, your consent, our legitimate interest, or our compliance with a legal obligation

In order to provide the aforementioned services, the collection of certain personal data is deemed necessary. You may refuse to provide us with your personal information; however, in this case, we may not be able to deliver the service requested. We process your personal data only for the purposes for which they have been collected, and/or for legal and regulatory reasons, and your data are not subject to further processing beyond the stated purposes.

During the manuscript submission process, the authors are requested to suggest five (5) reviewers. The authors that provide us with such personal data are obliged to inform the natural persons they suggest as reviewers about this process, prior to the submission of their personal data to us.

We hereby inform you that only our authorized personnel have access to your personal data. Moreover, recipients of your personal data might be companies that cooperate with us to conduct the setup of your manuscript, or the conversion of your manuscript into xml files, article databases and libraries, or companies that help us distribute our newsletters and database hosts. Whenever it is necessary for the performance of the contract between us, or the implementation of pre-contractual measures taken at your request, we might transfer your data to companies we cooperate with that are located outside the EEA.

Whenever we transfer your personal data out of the EEA, we ensure a similar degree of protection is applied to it by ensuring at least one of the following transfer solutions are implemented:

- (a) We will transfer your personal data to countries that have been deemed by the European Commission to provide an adequate level of protection for personal data,

referring to the protections afforded by the laws of the country to which the data will be transferred. You can find the relevant decisions of the European Commission here: https://ec.europa.eu/info/law/law-topic/data-protection/data-transfers-outside-eu/adequacy-protection-personal-data-non-eu-countries_en;

(b) We may use specific contracts approved by the European Commission (standard contractual clauses) to legally bind the processor of your personal data;

(c) We may transfer data to US-based companies if they are part of the Privacy Shield;

(d) We are provided with your consent for certain transfers, after informing you of the possible risks of such transfers due to the absence of an adequacy decision and appropriate safeguards;

(e) We transfer your personal data whenever it is necessary for performance of the contract between us (the data subject and the Controller), or the implementation of pre-contractual measures taken at the data subject's request.

Countries outside of the EEA to which we may transfer your personal information include, amongst others, Canada, P.R. China, USA and India.

Your personal data are retained only for as long as it is required according to the terms of our contractual relationship. When the processing of your data is based on your consent (e.g. recipient of newsletters), we delete your data upon withdrawal of your consent. Moreover, we delete the personal data that you provide to us, if there is no legal basis or other requirement for keeping your data, five (5) years after your last activity. It is noted that all published information associated with your manuscript cannot be deleted.

You can exercise your rights towards the processing of your personal data and specifically:

-Request access to your data

-Request the correction of your data, in cases where the data we hold about you are incorrect or insufficient

-Request to delete your data, if there is no legal obligation for us to keep them

-Withdraw your consent, in cases where consent is the lawful basis for the processing of your data

-Object to processing for a specific reason

-Request restriction of processing

-Request to transfer your data to another Controller

You may exercise the aforementioned rights, using the following forms addressed to: privacy@spandidos-publications.com

You will receive a response to your request within one (1) month of its receipt. If an extension of two (2) months to respond to your request is required, taking into account the complexity and number of concurrent requests, we will inform you in due time.

If you do not receive a response to your request, you have the right to lodge a complaint with the Data Protection Authority of your residence.

We do not use any automated decision-making, including profiling, during the processing of your personal data.

You can find more details about the processing of your personal data in our [Privacy Policy](#).

I declare that I have read the present informative text on the processing of my personal data