

PTAB BAR ASSOCIATION Privacy Policy

The Patent Trial and Appeal Board (PTAB) Bar Association is committed to protecting your privacy. This privacy policy (“Privacy Policy”) applies when you use the PTAB Bar Association website (www.ptabbar.org) and any associated content, material, or functionality contained therein (collectively, the “Site”) or otherwise participate in PTAB activities. This Privacy Policy describes what information PTAB Bar Association collects about you on our Site or in connection with your participation in PTAB, how we use the information we collect, with whom we may share it, and what choices you have regarding your use of our information. We encourage you to become familiar with the terms and conditions of this Privacy Policy.

About us

In this Privacy Policy references to “PTAB Bar Association” or “we” or “us” or “our” are to: PTAB Bar Association at 1660 International Drive, Suite 600, McLean, VA, USA

PTAB Bar Association is managed by MCI USA at 1660 International Drive, Suite 600, McLean, VA, USA, a nonprofit management firm.

PTAB Bar Association acts as data controller in respect of your personal information that we process.

If you have any questions about this Privacy Policy or our privacy practices, please contact us at membership@ptabbar.org.

Changes to our Privacy Policy

This Privacy Policy was most recently updated on August 22, 2023. We may change this Privacy Policy at any time. All updates and amendments are effective immediately when we post a revised version of this Privacy Policy or other notice on the Site or otherwise provide an updated policy to you. We recommend reviewing this Privacy Policy often to stay informed of changes that may affect you.

Information We Collect and Maintain about You

PTAB Bar Association generally collects information in three ways: (i) directly from you; (ii) automatically as a result of your use of the Site and (iii) from publicly available sources, in accordance with the sections below. The information PTAB Bar Association collects, either from you or automatically, will be collectively referred to as “Collected Information” throughout this Privacy Policy.

Personal Information

You can visit the Site without submitting any information that we can use to identify you personally. However, if you use certain features on the Site, such as the “Contact Us” feature, or when you submit inquiries to the Pro Bono Program, you will be required to provide personal information. Such information could include, for example, your name, email address, phone number, or resume. Our online contact form also contains a “comments” field through which you may submit additional personal information.

Information We Collect Directly from You

- **When you join PTAB**
When you choose to join PTAB, we will collect information from you in order to facilitate your membership, including your contact information and other information you submit in connection with your membership.
- **At PTAB Bar Association Events**
When you register for or attend a PTAB Bar Association event, we will collect information related to your participation in the event. By registering for an event, you understand and acknowledge that we may take photographs and video of the event for use in PTAB Bar Association news and promotional material, in print, electronic and other media, including the PTAB Bar Association website. We may use any image, photograph, voice, or likeness without limitation, in promotional materials and publicity efforts. All media is the property of the PTAB Bar Association and may be displayed, distributed, or used by the PTAB Bar Association for any purpose.
- **From Visitors to the Site**
When you visit our site or contact us by e-mail or by using a web form, we may collect personal information about you, including but not limited to: contact information, such as your name, home or other physical address, email, telephone number, and any other information you choose to provide.
- **From Visitors who make a purchase on the Site**
When you place an order using the Site, we may collect personal information about you, including but not limited to: contact information, such as your name, home or other physical address, email, telephone number; credit card information; and any other information you choose to provide.
- **From publicly available sources**
We occasionally use LinkedIn, Facebook, and Twitter to collect personal information about you, such as the city or country in which you reside or what type of law you practice.

Information We Collect Automatically

We may also collect information regarding how you interact with the Site, which may include pages you view, selections you make on the Site, features you use, preferences you set, your web browser type and version, the operating system type and version of the device you are using to access the Site, cookies, the Internet protocol (IP) address of the device you are using to access the Site (or any portion thereof), physical location, how you arrived at our site and Internet service provider.

- Third-party online tracking. We also may partner with certain third parties to collect, analyze, and use some of the personal and other information described in this section. For example, we may allow third parties to set cookies or use web beacons on the Site or in email communications from us. This information may be used for a variety of purposes, **including for data analytics, as discussed below (see the section entitled “With whom we share your information”).**

How We Use the Information We Collect

We use the information that we collect for a variety of purposes. Our legal bases for processing your personal information are: 1) our legitimate interest in running and maintaining our business; 2) performance and fulfillment of our contracts; 3) your consent; and 4) compliance with our legal obligations. In many instances, more than one of these legal bases apply to the processing of your personal information.

We may use the Collected Information for a variety of purposes, including without limitation:

- Administering your membership in PTAB;
- Administering, improving, maintaining, and supporting the Site;
- Processing your payment if you place an order using the Site or otherwise in connection with your PTAB membership;
- Organizing and promoting events and conferences;
- Maintaining records of PTAB and Committee members;
- Maintaining records and photographs of events and participants;
- Providing you with legal updates, analysis, and insights;
- Communicating with you and respond to your inquiries, requests, or orders;
- Performing data analytics;
- Sending you the information you request from us and promotional materials regarding our projects and events;
- Creating a more personalized user experience;
- Engaging in marketing activities;
- Creating an aggregated data set; and
- Preventing fraudulent activity.

Sharing the Collected Information

We share Collected Information with our internal teams and management firm via internal

reports and via access to central IT systems. We also disclose your personal information for the reasons and to the third parties listed below:

- As is necessary to allow our service providers or agents to provide services to us or on our behalf, including without limitation, for the development, hosting and maintenance of the Site, organizing events and conferences, filing VAT returns and for payment processing;
- If you are a member of PTAB Bar Association, with other professional societies, publishers, or other organizations to provide member benefits such as notification of upcoming conferences, events, publications, or the like;
- If you are a member of PTAB Bar Association, we will include part of your personal information in our membership directory which is accessible only to membership. Please note that via your member profile, you can opt-out of having your information published online;
- As is required by law, such as to comply with a subpoena or similar legal process, with regulatory authorities or law enforcement agencies;
- When we believe in good faith that disclosure is necessary to protect our rights or property, investigate fraud or respond to a government request, with our professional advisers;
- In the event of a corporate transaction, including a merger, acquisition, financing, dissolution, or due diligence activities associated with any of the foregoing, of all or a portion of our assets;
- In the event of an insolvency, bankruptcy, or receivership, personal information may also be transferred as a business asset of PTAB Bar Association;
- As you otherwise request or authorize; and
- As otherwise permitted by law.
- Analytics. We partner with certain third parties to obtain the automatically collected information discussed above and to engage in analysis, auditing, research, and reporting. These third parties may use web logs or web beacons, and they may set and access cookies on your computer or other device. In particular, the Site uses Google Analytics to help collect and analyze certain information for the purposes discussed above. You may opt out of the use of cookies by Google

Analytics [here](#).

Your Rights

If you want to learn more about the personal information that we have about you, or you would like to update, change, or delete that information, please contact us by email at membership@ptabbar.org.

You may opt out of receiving marketing emails from us by following the instructions in those emails or by emailing us at membership@ptabbar.org.

If you are a resident of a jurisdiction with an applicable data privacy law, you may have certain rights available to you in relation to your personal information. These rights may include:

- The right to be informed about our data collection practices;
- The right to access and correct your data;
- The right to erase or delete your data;
- The right to data portability;
- The right to opt out of the sale or sharing of your information;
- The right to opt out of targeted advertising;
- The right to opt-out of marketing emails and text messages;
- The right to limit our use of certain automated decision-making processes; and
- The right to withdraw consent (to the extent applicable).

Depending on your jurisdiction, you may also have the right to lodge a complaint with your local supervisory authority, as well as appeal any of our decisions related to your data rights.

To exercise any of the rights listed above, please contact us via email at membership@ptabbar.org. We will respond to your request as soon as reasonably possible and within the timeframe required under applicable law. Prior to complying with your request, we will first verify your identity by comparing the information you provide with the information we have on file for you.

Additionally, you may authorize an agent to make a request on your behalf. To designate an agent, please provide a written and signed document by both you and the agent that authorizes the agent to act on your behalf. You may also use a power of attorney. We will still require you to provide information to allow us to reasonably verify that you are the person about whom we collected personal information.

Using the Site from outside the United States

If you are visiting the Site, or any part thereof, from outside of the United States of America, please be aware that your information may be transferred to, stored or processed in the United States, where our servers are located and our central database is operated. By using any portion of the Site, you understand and consent to the transfer of your information to our facilities in the United States and those third parties with whom we share your information as described in this Privacy Policy.

How Long We Keep Collected Information

We will only retain your personal information for as long as reasonably necessary to fulfill the relevant purposes set out in this Privacy Policy and in order to comply with our legal and regulatory obligations.

How We Protect Collected Information

We take commercially reasonable technical, physical, and administrative measures to protect information transmitted by or stored on the Site. However, the PTAB Bar Association makes no representation or warranty as to whether the information you transmit to the Site will be intercepted by, or otherwise be received by, an unauthorized third party, and you transmit such information at your own risk.

Children

The Site is intended for a general audience. The PTAB Bar Association does not knowingly collect information about children or sell products to children.

Links to Third-Party Websites and Social Media Platforms

The PTAB Bar Association Site often contains links to other web sites and social media platforms (collectively, "Linked Sites"). PTAB Bar Association is not responsible for the security or other activities of any Linked Sites, or for the terms of use or privacy/security policies of any Linked Sites, even if you link to them from our Site. This Privacy Policy does not apply to any Linked Sites. It is your responsibility to review the Linked Sites for policies and practices of concern to you. Furthermore, any information, communications, or material of any type or nature that you submit to any of our pages contained on a social media platform or website by e-mail, posting, messaging, uploading, downloading, or otherwise is done at your own risk and without any expectation of privacy.

