

## About Media (Images /Photos/Video)

### Data collection and data processing

We will collect your photos, image, and videos to promote our international activities and show prospective executives and staff through the communication channels of the International Relations Division (Facebook, Twitter, YouTube, Official Line Group of IR Executive, Publications, Annual Report, and Website). (<https://op.mahidol.ac.th/ir> & <https://mahidol.ac.th>). You can request to cancel the consent anytime at [opinter@mahidol.ac.th](mailto:opinter@mahidol.ac.th)

If we need to take your photo or video (individual), we will use the consent form to request your permission. When the period for retaining your data expires, we will delete your photos and video on all our platforms.

### Your personal data, the purpose of processing data and lawful bases for processing data

The data or type of data we process	The purpose of processing that data	The lawful bases for processing this data
Your Images (The picture provided for registration or application)	To generate a student and staff ID card To maintain security	- Fulfilment of a contract with you - Legitimate interests (for keeping our staff and students safe, and providing in-house services)
Your Photos	To promote our international activities (individual) To promote our international activities (group photo/activities)	- Where you have given us consent - Legitimate interests
Your Video	To promote our international activities (individual) To promote our international activities (group photo/activities)	- Where you have given us consent - Legitimate interests
<i>* This might affect the limitation of our services during your participation in our activities.</i>		

### Retentions

We will be keeping your photos or video to keep records for a maximum of 5 years.

### Information sources

- **Case 1:** Taken photos or filmed videos of activities, and captured photos or recorded videos of virtual activities or programs organized by the International Relations Division and Mahidol University Student, Academic and International Services (MUSAIS)

- **Case 2:** Requested images of students and staff participating in the academic mobility program through registration or application
- **Case 3:** Requested photo or video of the speakers, lectures, moderators, researchers, staff and students to create promotional materials or program book for seminar/ conference/ meeting/symposium/training/ workshop organized by the International Relations Division and MUSAIS, including promotional materials for publications and digital media.

### **Keeping your personal data safe**

For the activities organized by the University, we will only keep your data to meet the requirements of the budget management for a maximum of 10 years.

### **Privacy Notice**

#### **Case 1: Taken photos or filmed videos of activities, and captured photos or recorded videos of virtual activities or programs organized by the International Relations Division and Mahidol University Student, Academic and International Services (MUSAIS)**

Before taking photos or recording your video, we will notify you as follows:

#### **English Language**

We will use your photos or VDO taken during the event on our promotional materials, news and social media platforms. Your personal data collected during registration will be kept private and used only for administrative purposes. You can request to cancel the consent at any time by contacting [opinter@mahidol.ac.th](mailto:opinter@mahidol.ac.th)

#### **Thai language**

สำหรับการคุ้มครองข้อมูลส่วนบุคคล ผู้จัดงานจะดำเนินการบันทึกภาพหมู่และวิดีโอของผู้เข้าร่วมกิจกรรม เพื่อใช้ในการประชาสัมพันธ์ข่าวสารและกิจกรรมต่าง ๆ ผ่านช่องทาง social media ของมหาวิทยาลัยมหิดล ข้อมูลของท่านจะถูกเก็บเป็นความลับและใช้เพื่อการบริการจัดการภายในเท่านั้น หากท่านมีความประสงค์เพิกถอนความยินยอม สามารถติดต่อผู้จัดงานได้โดยตรงที่อีเมล [opinter@mahidol.ac.th](mailto:opinter@mahidol.ac.th)

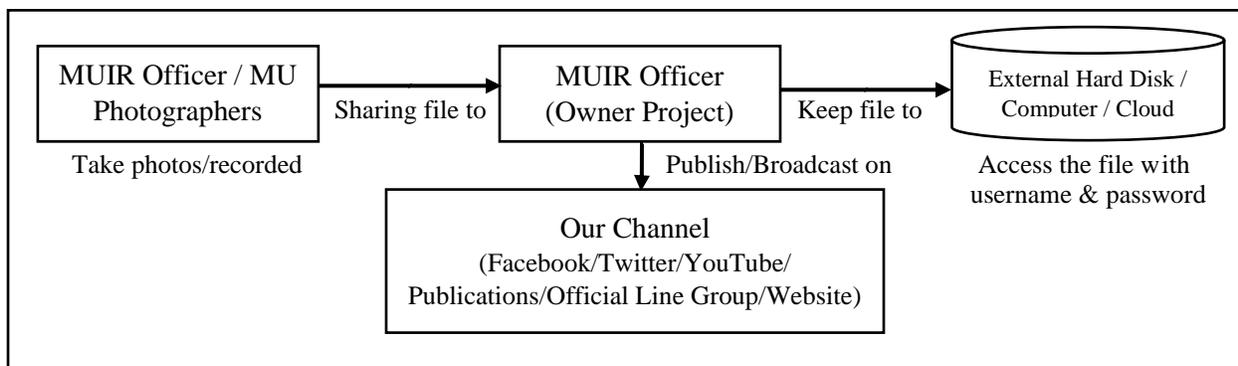
### **Who we share it with and why**

We may need to share some information about you with the organizations listed in the table below, for the listed reasons.

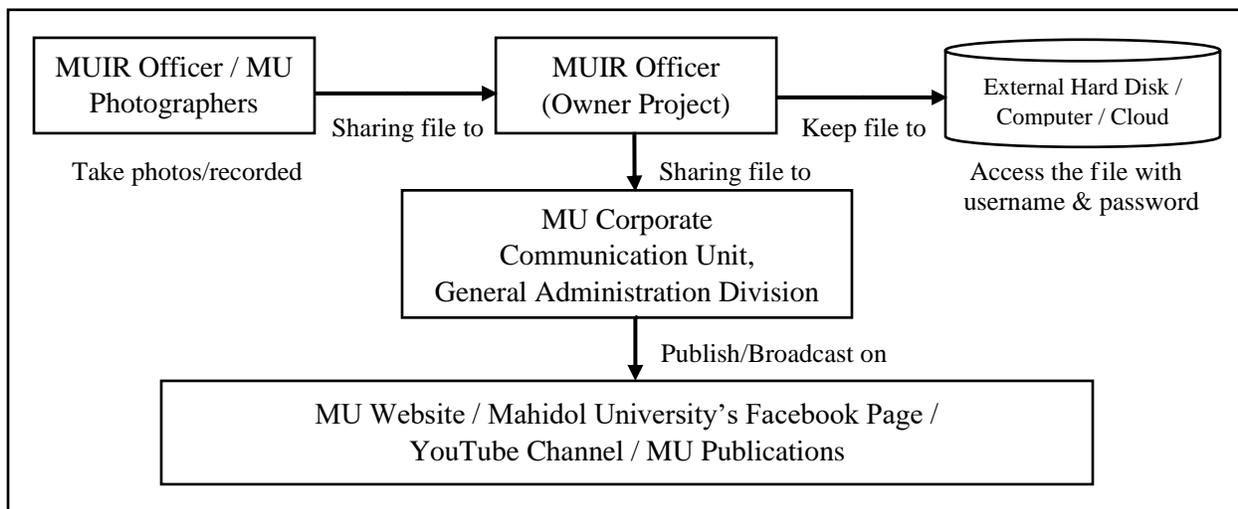
Organization name	The reason for sharing
Corporate communication Unit of General Administration Division, Mahidol University	To promote the news and events of Mahidol University. (individual)  To promote the news and events of Mahidol University. (group photo/activities)
Mahidol University's photographers	To take the photos or record the video of participants in the activities

## Data Flow

**Flow 1:** To publish/broadcast on our channel (Facebook, Twitter, YouTube, publications, official Line group and website)



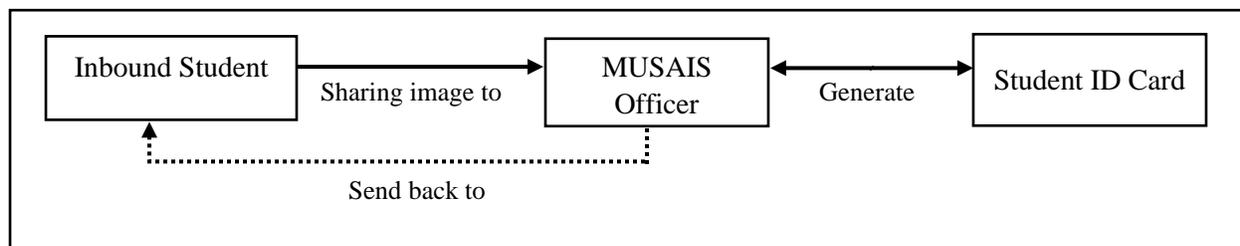
**Flow 2:** Sharing to MU Corporate Communication Unit, General Administration Division ⇔ MU Website / Mahidol University's Facebook Page / YouTube Channel / MU Publications



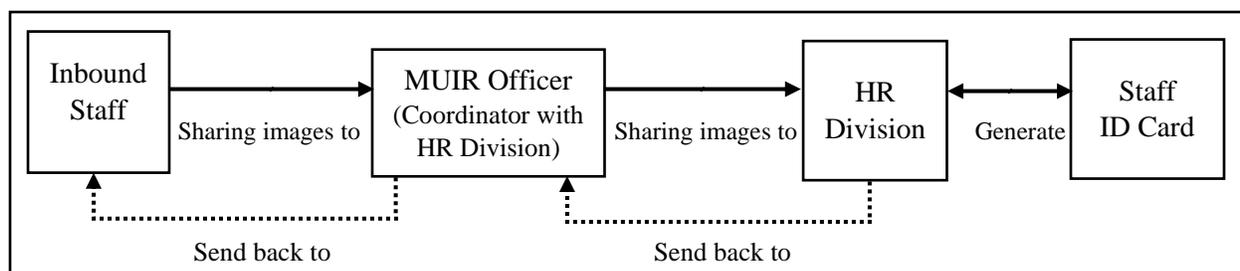
## Case 2: Requested images of students and staff participating in the academic mobility program through registration or application

We will inform you before keeping and sharing your image with other organizations during the contact process through the Mahidol University PRIVACY NOTICE (for inbound students and staff).

### Flow 1: Generate a student ID Card (inbound student)



### Flow 2: Generate a staff ID Card (inbound staff)



### Who we share it with and why

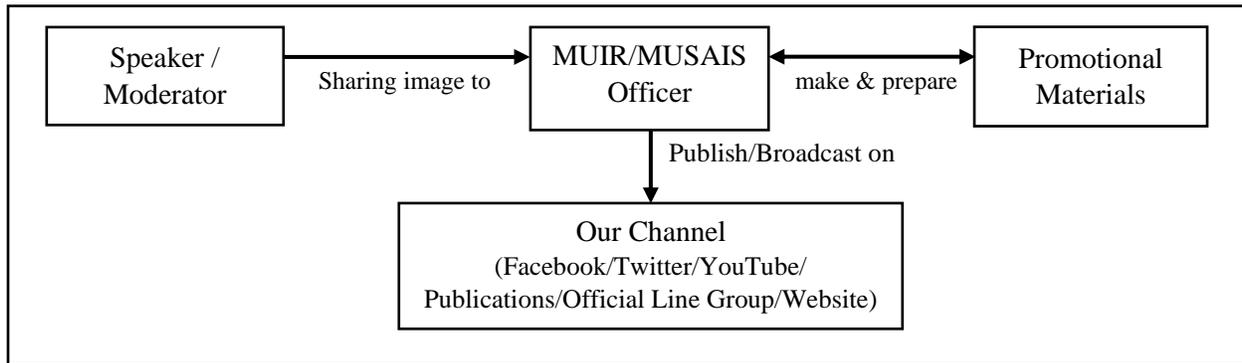
We may need to share information about you with the organizations listed in the table below, for the listed reasons.

Organization name	The reason for sharing
MUSAIS (Only inbound student image)	To generate a student ID card
Division of HR Division (Only staff inbound image)	To generate a staff ID card

## Case 3: Requested photo or video of the speakers, lectures, moderators, researchers, staff and students to create promotional materials or program book for seminar/conference/meeting/ symposium/training/ workshop organized by the International Relations Division and MUSAIS, including promotional materials for publications and digital media.

We will inform you before keeping and sharing your photo with other organizations during the contact process through the Mahidol University PRIVACY NOTICE (for the seminar/conference/meeting/symposium/training/workshop).

**Flow 1:** To make and publish the promotional materials or program books



**Flow 2:** Sharing to MU Corporate Communication Unit, General Administration Division to make the promotional materials or program books

