

Handling of Personal Information

International Institute for Carbon-Neutral Energy Research at Kyushu University (Hereinafter referred to as “I²CNER”) promotes protection of personal information by establishing the privacy policy as below, building the mechanism of personal information protection, and ensuring that all staff members recognize the importance of personal information protection and make efforts to it.

1. Management of Personal Information

In order to maintain accurate and up-to-date information of registrants of I²CNER Alumni Network, and to prevent unauthorized access, loss, damage, alteration or leakage of personal information, I²CNER takes necessary measures such as maintenance of security systems, development of management structures, and thorough staff training, and conducts strict management of personal information by implementing safety measures.

2. Purpose of Use of Personal Information

The personal information entrusted by registrants of I²CNER Alumni Network is used to contact registrants as well as to send emails and materials to introduce I²CNER’s services and answer questions.

3. Prohibition of Disclosure and Provision of Personal Information to Third Parties

I²CNER appropriately manages the personal information entrusted by registrants of I²CNER Alumni Network and does not disclose it to third parties except under the following situations.

- If the registrant of I²CNER Alumni Network has given consent
- If I²CNER discloses information to business contractors in order to provide services that are desired by the registrant of I²CNER Alumni Network
- If disclosure is necessary based on laws and regulations

4. Safety Measures for Personal Information

In order to ensure accuracy and safety of personal information, I²CNER takes all possible measures to security.

5. Inquiry from the Registrant

If the registrant of I²CNER Alumni Network wishes to inquire about, modify, and delete his or her own personal information, I²CNER will respond to the request after confirming the person’s identity.

6. Compliance and Review of Laws, Regulations and Norms

In addition to complying with Japanese laws and regulations as well as other norms applied to the retaining personal information, I²CNER strives to improve the contents of this policy by reviewing it as appropriate.