

# Privacy Policy

This is Springer Nature`s privacy policy (“policy”) for the submission and peer review systems (“Submission and Peer Review System”).

For Users of Editorial Manager: The Submission and Peer Review System Editorial Manager is run and provided by the Aries Systems Corporation, 200 Sutton St # 460, North Andover, MA 01845, USA and you will find the respective Privacy Policy that explains under what circumstances Aries Systems gather information relating to each User, how Aries Systems use such information, and who may access that information here: <https://www.ariessys.com/about/privacy-policy/>.

For Users of ScholarOne: The Submission and Peer Review System ScholarOne is run and provided by Clarivate Analytics, Clarivate Analytics(ScholarOne), 1500 Spring Garden, Philadelphia, PA 19130, USA and you will find the respective Privacy Policy that explains under what circumstances Clarivate gather information relating to each User, how Clarivate use such information and who may access that information here: <https://clarivate.com/clarivate-analytics-scholarone-privacy-notice/>

Certain personal data as described in this policy is gathered through the use of the Submission and Peer Review System and controlled by the Springer Nature Group (<http://group.springernature.com/gp/group>) publishing legal entity of the journal (“Publisher” or “we”) to which you submit. The details of the Publisher can be discerned from the respective journal homepage.

We will only use the personal data gathered over the Submission and Peer Review System as set out in this policy. Below you will find information on how we use your personal data, for which purposes your personal data is used, with whom it is shared and what control and information rights you may have.

## I. Summary of our processing activities

We publish scholarly journals, books, news and data. Some of this material is freely available, some of it is only available to subscribers. The following summary offers a brief overview of the data processing activities that are undertaken on the submission to publication systems. You will find more detailed information under the indicated sections below.

- In case you register for one our services, personal data will be processed in the scope of such services (see III).
- Furthermore, your personal data will be used for statistical analysis that helps us to improve our services (see III).

- Your personal data may be disclosed to third parties (see V) that might be located outside your country of residence; potentially, different data protection standards may apply (see VI).
- We have implemented appropriate safeguards to secure your personal data (see VII) and retain your personal data only as long as necessary (see VIII).
- Under the legislation applicable to you, you may be entitled to exercise certain rights with regard to the processing of your personal data (see IX).

## II. Definitions

- **Personal data:** means any information relating to a natural person who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, or an online identifier.
- **Processing:** means any operation which is performed on personal data, such as collection, recording, organisation, structuring, storage, adaptation or any kind of disclosure or other use.

## III. Information we collect and how we use it

Our Submission and Peer Review System offers the services of peer review, content preparation and proofing, publication and dissemination of research. In order to use the aforementioned services you have to set up an initial account. Where optional paid services may be engaged, you will be prompted to set up an additional, or enhance an existing account.

With regard to the registration of an account and its subsequent use, we process the following information.

- Information that is provided by registration such as your name, user name and email address.
- Information in connection with an account sign-in facility, e.g. log-in and password details;
- Communications sent by you, e.g. via e-mail or website communication forms.
  - Content files and covering letters provided by you
  - Grants, funding, membership, institution, society, committee registration
  - Billing or invoicing information

The information that is necessary for the performance of the service is labelled accordingly. All further information is provided voluntarily.

We will process the personal data you provide in order to:

- Identify you at sign-in;
- Administer your account;
- Provide you with the services and information offered through the Submission and Peer Review System or which you additionally request;
- Communicate with you;
- Process payments
- To ensure the accuracy of content attribution and the quality and integrity of the peer review process

For this, the legal basis is Article 6 sec. 1 sent. 1 lit. b GDPR, and for our legitimate interest in optimising our services and preventing fraud, Article 6 sec. 1 sent. 1 lit. f GDPR

Your personal account registration data is, in the absence of exceptions within the specific services mentioned, retained for as long as your account is used. Non-activity is defined at a minimum of three years, to facilitate ease-of-return for account holders. Content and communications, associated with submissions, reviews or decisions made by an account holder is held for a period of 12 months following final decision before being encrypted and stored within long term limited-access archiving. Retrieval of archived content will only be engaged for the purposes of investigation into alleged fraud or misbehavior, as related to the services provided and in the interests of the integrity of the public record of published research. Statutory storage obligations or the need for legal actions that may arise from misconduct within the services or payment problems can lead to a longer retention of your personal data. In this case, we will inform you accordingly.

## IV. Third party content

Links to third party websites

This Submission and Peer Review System may contain links to third party websites. We are not responsible for the content and the data collection on respective third party websites; please check the privacy policy of respective websites for information of respective websites' data processing activities.

## V. Information sharing

Where personal data is disclosed to third parties for the purposes mentioned above the legal basis for the transfer of your personal data is Article 6 sec. 1 sent. 1 lit. b and f GDPR. Some of the recipients may reside outside the EEA. Data is only shared to the extent that it is needed to perform the service of peer review, and peer review is to be conducted within the security of the workflows which control these access permissions.

To determine the locations of the Editorial board members, you may refer to a journal's homepage.

Customer service, administrative, operational and systems support is provided by other entities of the SpringerNature Group and third party contractors (together "Contractors"). We may disclose your personal data to Contractors who assist us in providing the services we offer through the Submission and Peer Review System. Such a transfer will be based on data processing agreements. Therefore, our Contractors will only use your personal data to the extent necessary to perform their functions and will be contractually bound to process your personal data only on our behalf and in compliance with our requests.

Further services, provided by third party technology and service providers, are similarly bound by data processing agreements. At any point in the process where you may be offered the option to choose an additional service offering, this will be disclosed.

The Submission and Peer Review System Editorial Manager, is provided by Aries Systems Corporation, 200 Sutton St # 460, North Andover, MA 01845, USA; The Submission and Peer Review System ScholarOne is provided by Clarivate Analytics, 1500 Spring Garden, Philadelphia, PA 19130, United States. Legal basis for the transfer of your personal data is Article 6 sec. 1 sent. 1 lit. b GDPR, and for our legitimate interest in optimising our services, Article 6 sec. 1 sent. 1 lit. f GDPR.

For further information about cross border transfer in general and transfers outside of the EEA see VI.

We may disclose anonymous aggregate statistics about users of the Submission and Peer Review System in order to describe our services to prospective partners, advertisers and other reputable third parties and for other lawful purposes, but these statistics will include no personal data.

In the event that we undergo re-organisation or are sold to a third party, any personal data we hold about you may be transferred to that re-organised entity or third party in compliance with applicable law.

We may disclose your personal data if legally entitled or required to do so (for example if required by law or by a court order).

## VI. Cross border data transfers

Within the scope of our information sharing activities set out above, your personal data may be transferred to other countries (including countries outside the European Economic Area [EEA]) which may have different data protection standards from your country of residence. Please note that data processed in a foreign country may be subject to foreign laws and accessible to foreign governments, courts, law enforcement, and regulatory agencies. However, we will endeavour to take reasonable measures to maintain an adequate level of data protection when sharing your personal data with such countries.

In the case of a transfer outside of the EEA, this transfer is safeguarded by the Privacy Shield and EU Model Clauses. You can find further general information about the aforementioned safeguards by following this link [https://ec.europa.eu/info/law/law-topic/data-protection\\_en\\_or\\_contact](https://ec.europa.eu/info/law/law-topic/data-protection_en_or_contact) our Group Data Protection Officer via [dataprotection@springernature.com](mailto:dataprotection@springernature.com) for specific [information on respective safeguards](#).

## VII. Security

We have reasonable state of the art security measures in place to protect against the loss, misuse and alteration of personal data under our control. For example, our security and privacy policies are periodically reviewed and enhanced as necessary and only authorised personnel have access to personal data. Whilst we cannot ensure or guarantee that loss, misuse or alteration of information will never occur, we use all reasonable efforts to prevent it.

You should bear in mind that submission of information over the internet is never entirely secure. We cannot guarantee the security of information you submit via our website whilst it is in transit over the internet and any such submission is at your own risk.

## VIII. Data retention

We strive to keep our processing activities with respect to your personal data as limited as possible. In the absence of specific retention periods set out in this policy, your personal data will be retained only for as long as we need it to fulfil the purpose for which we have collected it and, if applicable, as long as required by statutory retention requirements.

## IX. Your rights

Under the legislation applicable to you, you may be entitled to exercise some or all of the following rights:

1. require (i) information as to whether your personal data is retained and (ii) access to and/or duplicates of your personal data retained, including the purposes of the processing, the categories of personal data concerned, and the data recipients as well as potential retention periods;
2. request rectification, removal or restriction of your personal data, e.g. because (i) it is incomplete or inaccurate, (ii) it is no longer needed for the purposes for which it was collected, or (iii) the consent on which the processing was based has been withdrawn;
3. refuse to provide and – without impact to data processing activities that have taken place before such withdrawal – withdraw your consent to processing of your personal data at any time;
4. object, on grounds relating to your particular situation, that your personal data shall be subject to a processing. In this case, please provide us with information about your particular situation. After the assessment of the facts presented by you we will either stop processing your personal data or present you our compelling legitimate grounds for an ongoing processing;
5. take legal actions in relation to any potential breach of your rights regarding the processing of your personal data, as well as to lodge complaints before the competent data protection regulators;
6. require (i) to receive the personal data concerning you, which you have provided to us, in a structured, commonly used and machine-readable format and (ii) to transmit those data to another controller without hindrance from our side; where technically feasible you shall have the right to have the personal data transmitted directly from us to another controller; and/or
7. not to be subject to any automated decision making, including profiling (automatic decisions based on data processing by automatic means, for the purpose of assessing several personal aspects) which produce legal effects on you or affects you with similar significance.

You may (i) exercise the rights referred to above or (ii) pose any questions or (iii) make any complaints regarding our data processing by contacting us using the contact details set out below.

## X. Contacting us

For matters related to your registration and data stored within specific journals, please refer to contact persons listed at the journal's homepage.

Please submit any questions, concerns or comments you have about this privacy policy or any requests concerning your personal data by email to our Group Data Protection Officer. You can contact our Group Data Protection Officer via [dataprotection@springernature.com](mailto:dataprotection@springernature.com)

The information you provide when contacting us at [dataprotection@springernature.com](mailto:dataprotection@springernature.com) will be processed to handle your request and will be erased when your request is completed. Alternatively, we will restrict the processing of the respective information in accordance with statutory retention requirements.

## XI. Amendments to this policy

We reserve the right to change this policy from time to time by updating our website respectively. Please visit the website regularly and check our respective current privacy policy. This policy was last updated on 24/05/2018.