



Privacy Policy

Updated: 5 June 2025

The Communicating Astronomy with the Public Journal (hereafter "CAPjournal" or "CAPj") is operated by the International Astronomical Union's Office for Astronomy Outreach (hereafter "IAU OAO" or "OAO"). It is hosted on the website <https://capjournal.org> (hereafter the "Website"). CAPjournal is committed to protecting the privacy of its readers, editors and reviewers (the "users"). Note that the Website is not intended for children under the age of 16. In this document, "you" or "your" refers to you as a user of the Website (e.g., visiting, submitting an article, reviewing or editing an article, and interacting with and contacting the IAU OAO and CAPjournal via services on the Website). Your personal data may be used in aggregate to analyse the Website's functionality and relevance following this policy. This policy document outlines the personal data that the OAO collects, how it is used, and your rights regarding that information.

1. Data Controller

- Name: International Astronomical Union Office for Astronomy Outreach (IAU OAO)
- Website: <https://capjournal.org>
- Contact: capjournal@oao.iau.org

The IAU OAO is the data controller when processing your personal data related to the purposes described in Section 2 below.

2. What data the OAO collects, how it is collected and what it is used for

The OAO gathers your personal information and process it under the following circumstances:

1. **When you visit the Website**, OAO collects and temporarily stores the time, date, your approximate location based on your IP address, and the reference URL. This enables the Website to display localised content automatically, such as translated pages and updated APIs. The OAO also collects details about your device, such as its type, operating system, browser, settings, and version, to help ensure the Website displays appropriately. The Website does not use any non-essential cookies.
2. **When you subscribe to the OAO newsletter**, the OAO collects your email address and name through MailChimp. You can unsubscribe at any time via the unsubscribe link in our emails or by contacting the OAO directly.
3. **When you send a query from the Website Contact Us page**, the OAO uses information about your device, such as its type, operating system, browser, settings, and version, to open

a blank email according to your preferences.

4. In the event that the CAPjournal team publishes news related to CAPjournal activities and/or publications on the Website or advertises them on sites such as through the OAO newsletter or its social media channels, the OAO will only display personal information that you have consented to being associated with your account or a particular publication. In the event that it is necessary to collect additional information, the OAO will contact you directly to gather those details and your consent for their public announcement.
 5. In order to improve the services and functionality of the Website, including for training purposes, the OAO may use personal information described above.
 6. The OAO may request to collect and store additional information for other purposes and possibly make this information publicly available only with your consent, which you can revoke at any time.
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3. Legal Basis

Data processing is based on the user's consent and the legitimate interest in providing a personalised experience and maintaining communication when requested. Users are able to delete their accounts on the website at any time. All processing and related services are performed in compliance with the General Data Protection Regulation (GDPR).

4. Data Retention

The IAU OAO retains personal data only as long as necessary to fulfil the purposes stated above, with a maximum storage period of five years. The user may request that the data be deleted before that timeframe.

5. Your Rights

You have the right to:

- Access your personal data
- Rectify or update it
- Request its deletion
- Withdraw consent at any time

To exercise your rights, please contact the OAO at public@oao.iau.org.

6. Third-Party Services

The OAO does not share your personal data with third parties, except when necessary for technical functionality (such as automatic language translation, region detection, or email communications), when the OAO has explicit consent from you, or when required by law. For

example, when you subscribe to our newsletter, your name and email address are processed through Mailchimp. As Mailchimp is based outside the European Union, your data may be transferred internationally. The OAO ensures appropriate safeguards are in place, including Standard Contractual Clauses approved by the European Commission.

7. Security

The OAO implements security measures to protect your personal information against unauthorised access, loss, or alteration.

8. Changes to this Policy

The OAO reserves the right to modify this policy at any time. Changes will be published on this page with the updated date.
