

Privacy Statement *Meeting " Exchange of Best Practices on Transparency of Media Ownership"*

1. Online invitation/registration relating to the *meeting "Exchange of Best Practices on Transparency of Media Ownership"*

This web page offers you an online electronic registration for the above mentioned *meeting*. While registering your personal data will be collected and further processed for the purposes detailed hereafter under point 2. The relevant processing operations thereof and the *meeting* are under the responsibility of the Head of the Unit "Stakeholders", Directorate "Cooperation", Directorate-General for Communications Networks, Content and Technology, acting as the Controller.

As this online service collects and further processes personal data, Regulation (EC) 45/2001, of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data, is applicable.

2. What personal information do we collect, for what purpose and through which technical means?

Identification Data

The personal data collected and further processed are:

- data necessary for the organisation and management of the meeting, such as gender (needed for the right title)/name/surname/profession/ postal & email addresses/ phone number/fax number...
- identity/passport n° indicating present nationality and date of birth (for access control purpose by security guards to the Commission's premises - see [DP0-508](#))
- photographs/pictures, presentations, live webstreaming and/or audio and video recording of speakers and participants.

They could be published in the context of the meeting and in the framework of European Commission activities.

Purposes

The purpose of the processing of personal data performed in the context of the *meeting* is the management/organisation of the *meeting*, including management of:

- lists for contacts, invitations, participants, reports, distribution of reports, feedback on reports, meeting follow-up, follow-up meetings, follow-up actions, news and publications,
- photographs/pictures, presentations, live webstreaming and/or audio and

video recording of speakers and participants,

- Publication on the internet/intranet.

An opt-out is provided to participants who prefer their images are neither recorded nor published on any support. In these cases, and according to available resources, the organizer could offer those participants an alternative room where to follow meeting and debates by means of live webstreaming displayed on a screen. Clear indication and information to hostesses will be provided for to correctly guide participants.

In case of unavailable resources, those participants can locally follow live meeting and debates at the webstreaming Internet address indicated on the subscription form or the invitation by the organizer.

The processing operations on personal data linked to the organisation and management of this *meeting* is necessary for the management and functioning of the Commission, as mandated by the treaties, and more specifically articles 5, 7 of the Treaty on European Union and articles 244-250 of the Treaty on the Functioning of the European Union.

Technical information

The system uses session "cookies" in order to ensure communication between the client and the server. Therefore, your browser must be configured to accept "cookies". However, it does not collect personal or confidential information of any kind, nor any IP address from your computer. The cookies disappear (are deleted) once the session has been terminated.

3. Who has access to your information and to whom is it disclosed?

Some of your personal data including name, profession, photographs/pictures, presentations, live webstreaming and/or audio and video recording of speakers and participants will be published on the web on a website linked to the registration website. If you do not agree with this publication of your personal data, please opt-out where required or inform the data controller by using the Contact Information below and explicitly specifying your request. In these cases, and according to available resources, the organizer could offer those participants an alternative room where to follow meeting and debates by means of live webstreaming displayed on a screen. Clear indication and information to hostesses will be provided for to correctly guide participants.

In case of unavailable resources, those participants can locally follow live meeting and debates at the webstreaming Internet address indicated on the subscription form by the organizer.

For speakers only, in the conferences webcast portal, name, profile, picture, short CV and presentation(s) if provided voluntarily by the speaker, will be indicated in the portal and associated to the video recording of the speech. Personal data for interventions not in agenda (e.g. questions from the public) might be added in the report of the meeting.

The report including the presence list might be shared between participants and registered persons and distributed to all organisations represented in the meeting. The report indicating the names of persons intervening might be published on the website.

As these official meetings reports are Commission documents, they fall under the scope of the Regulation (EC) 1049/2001 of the European Parliament and of the Council of 30 May 2001 regarding public access to European Parliament, Council and Commission documents.

No personal data is transmitted to parties, which are outside the recipients and the legal framework mentioned.

4. How do we protect and safeguard your information?

The collected personal data and all information related to the above mentioned meeting are stored on the servers of the Directorate-General for Communications Networks, Content and Technology, the operations of which abide by the Commission's security decisions and provisions established by the Directorate of Security for this kind of servers and services.

Audio and video recordings as well as information displayed on the internet/intranet might be stored on servers of external contractors abiding by the necessary security provisions.

5. How can you verify, modify or delete your information?

In case you want to verify which personal data is stored on your behalf by the responsible controller, have it modified respectively corrected or deleted, please contact the Controller by using the Contact Information below and by explicitly specifying your request.

Special attention is drawn to the consequences of a request for deletion, in which case any trace to be able to contact you will be lost.

6. How long do we keep your data?

Your personal data will be part of a list of contact details shared internally amongst the staff of the Commission services for the purpose of contacting you in the future in the context of the Commission's activities. If you do not agree with this, please contact the Controller by using the Contact Information below and by explicitly specifying your request.

For communication and educational purposes of interpreters, some recordings of webcasts could be used longer by the SCIC services for a limited number of persons. This processing is described in a specific notification to the DPO.

Audio and video recordings as well as information about the meeting including a possible meeting report might be available on the Commission website.

7. Contact Information

In case you wish to verify which personal data is stored on your behalf by the responsible controller, have it modified, corrected, or deleted, or if you have questions regarding the organisation of the *meeting*, or concerning any information processed in the context of the *meeting*, or on your rights, feel free to contact the support team, operating under the responsibility of the Controller, using the following contact information:

Unit CONNECT G1

CNECT-Transparency-WS@ec.europa.eu

CNECT-G1@ec.europa.eu

8. Recourse

Remarks can be addressed to the Commission [Data Protection Officer](#). [Complaints, in case of conflict, can be addressed to the European Data Protection Supervisor](#).