



EUROPEAN COMMISSION

PROTECTION OF YOUR PERSONAL DATA

This privacy statement provides information about the processing and the protection of your personal data.

Processing operation:

eArchiving in Action Workshop 2021 including the following workshops:

- *eArchiving Opening Session and Introduction - January 25th*
- *eArchiving Workshop for Data Producers – January 25th*
- *eArchiving Workshop for Archives and Preservation – January 27th*
- *eArchiving Workshop for Solution Providers – January 28th*

hereafter referred to as 'eArchiving in Action Workshop from January 25th to 28th 2021'.

Data Controller: European Commission, Head of Unit H.4, Directorate-General for Communications Networks, Content and Technology (DG CNECT)

Record: (DPR-EC-01063.1)

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1. Introduction

The European Commission is committed to protect your personal data and to respect your privacy. The Commission collects and further processes personal data pursuant to [Regulation \(EU\) 2018/1725](#) of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data.

This privacy statement explains the reason for the processing of your personal data in the context of ‘eArchiving in Action Workshop from January 25th to 28th 2021.’ It explains the way we collect, handle and ensure protection of all personal data provided, how that information is used and what rights you have in relation to your personal data. It also specifies the contact details of the responsible Data Controller with whom you may exercise your rights, the Data Protection Officer and the European Data Protection Supervisor.

The information in relation to processing operation ‘eArchiving in Action Workshop from January 25th to 28th 2021’ undertaken by Head of Unit D3, Directorate-General for Informatics (DG DIGIT) of the European Commission, is presented below.

The objective of this event is:

- The CEF eArchiving Building Block provides specifications, reference software, training and service desk support for digital archiving and preservation.
- Live workshops that include presentations, use cases, interviews, et al. to raise awareness for new user groups to the developments of new software/processes/ideas in the chosen field as well as to demonstrate eArchiving use for each stakeholder group

2. Why and how do we process your personal data?

Purpose of the processing operation: Head of Unit D3, DG DIGIT, European Commission collects and further processes your personal data to provide you with information about the event (before, during and after) that we organise under the [Connecting Europe Facility \(CEF\) Programme](#), to process your application for participation in that event and to assist you with any follow-up activities related to one or more CEF building blocks.

The audio-visual recording at the event or meeting of the speakers, organisers and participants, as well as photographs of the speakers and panoramic photographs of participants and organisers will be taken and may be published on the event page (<https://ec.europa.eu/cefdigital/wiki/x/XgfiEg>).

Participants who do not wish to be part of the video recording have the possibility to object to processing by sending an email to the organising team CEF-BUILDING-BLOCKS@ec.europa.eu.

Your personal data will not be used for any automated decision-making including profiling.

3. On what legal ground(s) do we process your personal data?

This processing operation is part of the CEF building blocks based on Regulation (EU) No 283/2014.

We process your personal data, because the data subject has given consent to the processing of his or her personal data for one or more specific purposes. Your consent is required for the processing of your personal data for:

- managing your subscription to this event;
- recording and publishing the audio-visual recording on social media (Youtube);
- providing you with information about the benefits of the CEF building blocks, e.g. in the form of a newsletter; and
- assisting you with any follow-up activities related to one or more CEF building blocks.

If you opt-in, you are giving us your explicit consent under Article 5(1)(d) of Regulation (EU) 2018/1725 to process your personal data for those specific purposes. You can give your consent via a clear affirmative act by ticking the box(es) on the online registration form.

Your consent for these services can be withdrawn at any time:

- for unsubscribing from the newsletter, please click the unsubscribe button in any of our newsletters;
- for withdrawing consent that you have provided in order to benefit from other services, please contact the controller of the event by sending an email to CEF-BUILDING-BLOCKS@ec.europa.eu.

4. Which personal data do we collect and further process?

For your participation in this event and any follow-up activities related to it, you provide us with the following personal data that will be processed: contact details (function/title, first name, last name, name of organisation and e-mail address, country where your organisation is located, and audio-visual recordings.

For any follow-up activities related to this event, you provide us with the following personal data that will be processed:

- contact details (function/title, first name, last name, name of organisation and e-mail address, country where your organisation is located, and audio-visual recordings at the event or meeting of the speakers, organisers and participants, as well as photographs of the speakers and panoramic photographs of participants and organisers.
- interest in one or more building blocks you are interested in. You can also voluntarily provide your phone number if you wish to be contacted via phone.

5. How long do we keep your personal data?

We only keep your personal data for the time necessary to fulfil the purpose of collection or further processing.

The data controller only keeps the data for as long as follow-up actions to the meeting are necessary, considering the purpose(s) of the processing of personal data: the 'eArchiving in Action Workshop from January 25th to 28th 2021' and its related management.

Personal data processed for the purpose of the organisation and management of this event. This includes the information given during the registration, before, during or after the meeting or event will be kept for 5 years after the event.

Audio-visual recording of this event will be kept 3 months after the event.

Personal data collected for future mailing purposes linked to this event will be kept until the data subject unsubscribes from the mailing list.

6. How do we protect and safeguard your personal data?

All personal data in electronic format (e-mails, documents, databases, uploaded batches of data, etc.) are stored on the servers of the European Commission. All processing operations are carried out pursuant to the [Commission Decision \(EU, Euratom\) 2017/46](#) of 10 January 2017 on the security of communication and information systems in the European Commission.

The Commission's contractors are bound by specific contractual obligations for any processing operations of your data on behalf of the Commission, and by the confidentiality obligations deriving from the transposition of the General Data Protection Regulation in the EU Member States ('GDPR' Regulation (EU) 2016/679).

In order to protect your personal data, the Commission has put in place a number of technical and organisational measures in place. Technical measures include appropriate actions to address online security, risk of data loss, alteration of data or unauthorised access, taking into consideration the risk presented by the processing and the nature of the personal data being processed. Organisational measures include restricting access to the personal data solely to authorised persons with a legitimate need to know for the purposes of this processing operation.

7. Who has access to your personal data and to whom is it disclosed?

Access to your personal data is provided to the Commission staff responsible for carrying out this processing operation and to authorised staff according to the "need to know" principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

The recipients of data are DG DIGIT Unit D.3 and its contractors.

A cookie notification is displayed on the event's website where users can select to accept or reject first and third-party cookies; A specific privacy policy is applicable for cookies at https://ec.europa.eu/info/cookies_en; First-party cookies are linked to user session management and analytics;

Personal data is collected through the survey tool of the European Commission, EUSurvey, which has a specific privacy record [DPR-EC-01488](#).

Parts of the website could contain content from Youtube ([privacy policy](#)), photos from Instagram ([privacy policy](#)), social media content from Twitter ([privacy policy](#)) or LinkedIn ([privacy policy](#)).

For any follow-up activities related to this event, a Customer Relationship Management (CRM) tool is used, which is operated by the European Commission. The managers of this tool have access to your personal data managed via the CRM tool.

The audio-visual recording at the event or meeting of the speakers, organisers and participants, as well as photographs of the speakers and panoramic photographs of participants and organisers will be taken and may be published on the event page (<https://ec.europa.eu/cefdigital/wiki/x/XgfiEg>).

8. What are your rights and how can you exercise them?

You have specific rights as a 'data subject' under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725, in particular the right to access your personal data and to rectify them in case your personal data are inaccurate or incomplete. Where applicable, you have the right to erase your personal data, to restrict the processing of your personal data, to object to the processing, and the right to data portability.

By participating in this event, you have previously provided your consent. You can withdraw your consent at any time by notifying the Data Controller. The withdrawal will not affect the lawfulness of the processing carried out before you have withdrawn the consent.

You can exercise your rights by contacting the Data Controller, or in case of conflict the Data Protection Officer. If necessary, you can also address the European Data Protection Supervisor. Their contact information is provided under Heading 9 below.

Where you wish to exercise your rights in the context of one or several specific processing operations, please provide their description (i.e. their Record reference(s) as specified under Heading 10 below) in your request.

9. Contact information

If you have comments or questions, any concerns or a complaint regarding the collection and use of your personal data, please feel free to contact the Data Controller using the following contact information:

- The Data Controller

Head of Unit H.4, Directorate-General for Communications Networks, Content and Technology (DG CNECT)

Email: CEF-BUILDING-BLOCKS@ec.europa.eu If you would like to exercise your rights under Regulation (EU) 2018/1725, or if you have comments, questions or concerns, or if you would like to submit a complaint regarding the collection and use of your personal data, please feel free to contact the Data Controller. Deloitte acts as data processor on behalf of the Data Controller.

- The Data Protection Officer (DPO) of the Commission

You may contact the Data Protection Officer (DATA-PROTECTION-OFFICER@ec.europa.eu) with regard to issues related to the processing of your personal data under Regulation (EU) 2018/1725.

- The European Data Protection Supervisor (EDPS)

You have the right to have recourse (i.e. you can lodge a complaint) to the European Data Protection Supervisor (edps@edps.europa.eu) if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data by the Data Controller.

10. Where to find more detailed information?

The Commission Data Protection Officer (DPO) publishes the register of all processing operations on personal data by the Commission, which have been documented and notified to him. You may access the register via the following link: <http://ec.europa.eu/dpo-register>.

The record for this processing operation is “[Processing of personal data linked to meetings and events](#)” (DPR-EC-01063.1).