



EUROPEAN COMMISSION

PROTECTION OF YOUR PERSONAL DATA

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

Processing operation: *EU Business and Biodiversity Network Platform (forum for dialogue and policy interface - surveys and Newsletter subscription) - EU B@B Platform*

Data Controller: *DG Environment, Directorate D, Unit B.2 Biodiversity (ENV.D2)*

Record reference: *DPR-EC-01948*

Table of Contents

- 1. Introduction**
- 2. Why and how do we process your personal data?**
- 3. On what legal ground(s) do we process your personal data?**
- 4. Which personal data do we collect and further process?**
- 5. How long do we keep your personal data?**
- 6. How do we protect and safeguard your personal data?**
- 7. Who has access to your personal data and to whom is it disclosed?**
- 8. What are your rights and how can you exercise them?**
- 9. Contact information**
- 10. Where to find more detailed information?**

1. Introduction

The European Commission (hereafter ‘the 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 of 23 October 2018 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 (repealing Regulation (EC) No 45/2001).

This privacy statement explains the reason for the processing of your personal data, 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 *EU B@B Network Platform* undertaken by *ENV.D2* is presented below.

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

Purpose of the processing operation: *ENV.D2* collects and uses your personal information to *provide a forum for dialogue and policy interface to discuss the links between business and biodiversity at EU level. It is set up with the aim to work with and help businesses integrate natural capital and biodiversity considerations into business practices.*

As part of its activities, the EU B@B Network Platform develops and publishes newsletters allowing focused sharing of information on practices and methodologies to analyse business impacts and dependencies on nature. This includes information about the EU B@B Platform’s sister project, Align whose objective is to assist the European Commission’s efforts to support businesses and other stakeholders in developing standardised natural capital accounting practices, including a standardised approach to biodiversity measurement.

Participation in the newsletter is voluntary. Completing and submitting the questionnaire will be considered as consent to the processing of your personal data for the above purposes.

Mode of processing: Respondents introduce their data in EU Newsroom, which is the Commission’s online IT tool for creating and publishing newsletters available to the public.

Your data will be consulted, exploited and analysed as necessary by DG ENV.D2 with the assistance of the contractor (ICF, Avenue Marnix 17, Brussels B-1000 BE), acting as the data processor. Where appropriate, data will be controlled to prevent multiple responses.

After a first participation, DG ENV.D2 or ICF may contact the participants to request clarifications or additional information and/or to disseminate the results of the consultation.

The contributions may be published as received or gathered and summarized for publication of a summary report. If publication includes disclosure of personal data, the consent of the respondents is required.

Your personal data is processed to allow stakeholders to better communicate amongst themselves and with the Commission services, to disseminate their views, to be informed about the EU B@B Platform news and events and related initiatives (e.g. Align) and projects and other information that may be relevant (e.g. funding opportunities etc.).

If you want to become part of a list of contact details shared amongst the Data Controller and ICF, the consent of the respondents is required.

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

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

The processing operations on personal data for the organization, management and promotion of the newsletter are necessary and lawful under the Article 5(1) of Regulation (EU) 2018/1725.

We process your personal data, because:

- *Article 5 (d) the data subject has given consent to the processing of his or her personal data for one or more specific purposes;*

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

In order to carry out this processing operation *ENV.D2* collects the following categories of personal data:

To receive the newsletter personal data collected and further processed are:

- *First and last name;*
- *Function of the contact person*
- *Data subject's categories they represent*
- *e-mail address, postal address,*
- *Name of the organisation*
- *Internet protocol (IP) address (to learn about data subjects' browser and operating system).*

To receive the newsletter your e-mail address is mandatory; so we can follow up with if needed.

5. How long do we keep your personal data?

Your personal data is kept as long as follow-up actions to the B@B platform are necessary with regard to the purpose(s) of the processing of personal data.

All personal data will be deleted from databases 1 year after the EU B@B Platform will be closed. However, if you no longer want to be contacted or unsubscribe from a newsletter or have your data update or deleted they can either contact the e-mail address: ENV-BIODIVERSITY@ec.europa.eu or e-mail directly the contractor ICF ([EUBB Platform@icf.com](mailto:EUBB_Platform@icf.com)) at any given time.

Personal data stored by an external company in charge of the consultation should be deleted as mentioned under the paragraph above.

DG Environment staff organising the consultation (or the external company under the responsibility of DG Environment) will answer e-mail messages from data subjects asking for blocking/erasing data as soon as they arrive, and process any such request within 3 working days thereafter.

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 either on the servers of the European Commission.

The Commission's contractor (ICF, Avenue Marnix 17, Brussels B-1000 BE) is bound by a specific contractual clause 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 and contractor's 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 information we collect will not be given to any third party, except to the extent and for the purpose we may be required to do so by law.

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.

You have consented to provide your personal data to *ENV.D2* for the present processing operation. 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 given 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

- The Data Controller

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:

- DG ENVIRONMENT, Unit D2 – Biodiversity, e-mail: ENV-BIODIVERSITY@ec.europa.eu
- Or contact the external contractor: ICF by e-mail under EUBB_Platform@icf.com

- **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>.

This specific processing operation has been included in the DPO's public register with the following Record reference: *DPR-EC-01948*