



EUROPEAN COMMISSION

## **PROTECTION OF YOUR PERSONAL DATA**

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

**Processing operation:** Newsletter of the Competence Centre on Participatory and Deliberative Democracy and information on news, events and research.

**Data Controller:** JRC. S.2.

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### **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 “*Management of subscriptions to receive information*” (e.g. electronic newsletter and diffusion of information relating to the Competence Centre activities, events (Save the date, invitation...) and publications undertaken by the JRC is presented below.

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

Purpose of the processing operation: The JRC collects and uses your personal information to send Purpose of the processing operation: JRC.S.2 collects and uses your personal information to send addressees information (text, newsletters, documents, publications, video material etc.) on JRC activities, events and scientific results.

This processing of personal data allows the Joint Research Centre (JRC) to draw up and manage lists of individuals who, either in their personal capacity or on behalf of an organisation, are in contact and collaborate with JRC, or are simply interested in JRC’s work and its contribution to EU policies under the Horizon framework programme supporting research and innovation. JRC uses these lists to send information on JRC activities, scientific results and scientific events.

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**

You have subscribed to receive the information on important developments, activities, events, initiatives or thematic issues in the area of participatory and deliberative democracy from the JRC of the European Commission.

We process your personal data, because you have given your consent to the processing of your personal data for receiving the requested information.

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

In order to carry out this processing operation the JRC collects the following categories of personal data:

### Mandatory

- e-mail address
- first and last name
- country of residence

### Optional

- title
- sector

#### **5. How long do we keep your personal data?**

The JRC only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing, namely **for two years** after the last interaction of the subject with the Commission Services. Subscribers' email addresses are stored until a subscriber asks to be removed from the list. Subscribers can write to the functional mailbox specified under point 9 to ask to be unsubscribed from the mailing list (or by following the unsubscribe link or instructions provided in any email or by requesting it in a separate mail to the indicated e-mailaddresses). Appropriate action is taken within a week of receiving the request.

#### **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. 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.

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.

#### **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 the Data Controller at JRC S.2. DG JRC 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 the Data Controller, JRC S.2., DG JRC (EU-CITIZEN-ENGAGEMENT@ec.europa.eu).

### **- The Data Protection Officer (DPO) of the Commission**

You may contact the Data Protection Officer ([DATA-PROTECTION-OFFICER@ec.europa.eu](mailto: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](mailto: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/her. You may access the register via the following link: <http://ec.europa.eu/dpo-register>.

Record reference: DPR-EC-03928: Management of subscriptions to receive information.