

Privacy Statement: *Meeting "Workshop on the implementation of the 4th Railway Package"*

1. Online invitation/registration relating to the *meeting* " Workshop on the implementation of the 4th Railway Package – Tendering of Public Service contracts for rail passenger transport: Meeting the challenge"

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 Director Shared Resource Directorate DG MOVE / DG ENER, 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 & e-mail addresses/ phone number/fax number...
- identity/passport n°/date of birth (for access control purpose by security guards to the Commission's premises – see [DPO-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
- information about the form of transport used & hotel, and banking information (for purpose of reimbursement of travel expenses/allowances – see [DPO-372](#))

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, publications

photographs/pictures, presentations, live webstreaming and/or audio and video recording of speakers and participants,

Publication on the internet/intranet.

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 and 211 - 219 of the EC Treaty.

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

Some of your personal data (*photographs/pictures, possible video recording*) might be published on the web. 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.

Clear indication and information to hostesses will be provided for to correctly guide participants.

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. No personal data is added for interventions not in agenda (e.g. questions from the public).

In order to keep the network of the participants operational a contact list of participants is shared between attendees.

The report including the presence list is shared between participants and distributed to all organisations represented in the *meeting*.

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 DG, 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 videorecordings as well as information displayed on the internet/intranet might be stored on servers of external contractors abiding by the necessary security provisions.

Access to all collected personal data and all information related to the above mentioned meeting is only possible to the above described populations with a UserID/Password.

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.

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 MOVE.A4
Secretariat: +32.2.29 58366

MOVE-PSO-Workshop@iservice-europa.eu

8. Recourse

Remarks can be addressed to the Commission [Data Protection Officer](#).
Complaints can be addressed to the [European Data Protection Supervisor](#).