



EUROPEAN COMMISSION
Directorate-General For Education, Youth, Sport and Culture
Unit EAC.C.4 – Digital Education

PRIVACY STATEMENT FOR THE MANAGEMENT OF MEETINGS AND EVENTS

Processing operation: Digital Education Stakeholder Forum 2025 (June 24, 2025)

Data Controller: European Commission
Directorate-General For Education, Youth, Sport and Culture
Unit EAC.C.4 – Digital Education

Record reference: DPR-EC-01063

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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 and purposes of the processing of your personal data in the context of the registration and post event survey as part of the management and the coordination of the European Commission Digital Education Action Plan campaign event, 24 June 2025, Brussels, Belgium.

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 (cfr point 9) with whom you may exercise your rights, the Data Protection Officer and the European Data Protection Supervisor.

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

Purpose of the processing operation: the European Commission collects and further processes your personal data to provide you with information about this event (before, during and after) and to process your application for participation in this event.

DG EAC contracted ICF Next S.A. (acting as *processor*, as well as its own contractual partner, IP Travel sprl) for the material organisation and related arrangements of application process and related activities.

For the purpose of registration, DG EAC uses B2Match (for privacy policy, see Heading 7).

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

Names of speakers and moderators may be published at event's B2Match website.

Live web-streaming and 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 published in the context of the event or meeting at a site or place indicated in the specific consent forms linked to this event.

The audience or non-speaker participants may be photographed in groups and may appear on panoramic photographs of the whole event/audience.

Video materials depicting speakers, organisers and participants who consented to be photographed and/or filmed by ICF Next S.A. - Rainbow (see Heading 7), working on behalf of the European Commission (EC) will be published on social media channels Twitter/X, Instagram, Facebook, and the European Education Area portal.

Consent for publishing the audio-video material depicting the participants in an identifiable way will be asked via the online registration form. For more information on which personal data is collected and for which purpose, please see point (3) and (4).

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

The processing operations on personal data, linked to the organisation, management, follow-up and promotion of the event are necessary for the management and functioning of the Commission, as mandated by the Treaties. Those provisions are in particular, Article 11 of the Treaty on European Union and Article 15 of the Treaty on the Functioning of the European Union.

These processing operations are hence lawful under Article 5(1)(a) of Regulation (EU) 2018/1725 (processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Union institution or body).

The processing operations on personal data of the moderator for the event with whom a contract is concluded, are carried out in line with the contractual provisions. Consequently, that processing is necessary and lawful under Article 5(1)(c) of Regulation (EU) 2018/1725 (processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract).

Your consent is required for the following actions during the event:

- ☐ the processing of your personal data relating to your dietary requirements and/or access requirements;
- ☐ the sharing of the event attendee list containing your name and affiliation among participants, in order to create working groups to continue the collaborate work launched during the event;
- ☐ the processing of your personal data for inviting you to future events the data controller may organise;
- ☐ the web-streaming and publication of photos and audio-visual recordings depicting you in a identifiable way.

For these issues you may give 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.

You can withdraw your consent for these services at any time by contacting the controller for this event (see Heading 9).

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

The following personal data may be processed in the context of the event:

- contact details (function/title, first name, last name, name of organisation, city, country, e-mail address, telephone number);
- nationality, passport or identity card number and its date of issue and expiry date may be collected, so that the data subjects may obtain access to the premises where the meeting/event is held;
- dietary requests or specific access requirements
- Pictures and videos depicting you in an identifiable way.

5. How long do we keep your personal data?

The Data Controller only keeps your personal data for the time necessary to fulfil the purpose of this processing or further processing.

For each of the categories of personal data that may be processed, please find below the retention details and the reference to the relevant record of processing:

- ☐ Personal data related to the organisation and management of the event (this includes the information given during the registration, before, during or after the event) will be kept for **five years** after the event.
- ☐ Sensitive personal data relating to dietary and/or access requirements will be deleted as soon as they are no longer necessary for the purpose for which they have been collected in the framework of the event, but no later than within **1 month** after the end of the event.
- ☐ Recordings from the web-streamed event will be kept for **2 years** before being deleted. More information is available in the Record of Processing DPR-EC-00306 (Web-streaming of Commission events).
- ☐ Photo's and video's for which consent was obtained through duly completed and signed Consent Form(s) for the event will be kept for **2 years**. Their publication in the channels identified in the Consent Form will follow the longevity of the content posted therein, unless consent was redrawn at an earlier stage.
- ☐ In case of audio-visual recording of the event, the recordings will be kept for **3 months** after the event before being deleted. More information is available in the Record of Processing DPR-EC-01937 (Audio-visual recording of meetings).
- ☐ Personal data shared with the Directorate-General for Human Resources and Security of the European Commission for the participants to gain access to Commission buildings is kept for **6 months** after the termination of the link between the data subject and the Commission. More information is available in the Record of Processing DPR-EC-00655 (Commission Physical Access Control System (PACS)).

Personal data shared with the controller for future mailing purposes (e.g., for receiving newsletters or invitations to similar events) are processed in line with the Record of Processing **DPR-EC-03928** (Management of subscriptions to receive information) and the specific privacy statement prepared by the organising Commission service.

Selected service providers for organisational purposes (such as caterers, travel agents or event management organisations) are contractually bound to process personal data on behalf of and in line with the instructions of the data controller, to keep confidential any data they process and to protect it from unauthorised access, use and retention.

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

All personal data in electronic format are stored on the servers of the European Commission *and/or of its contractors* until the end of their retention period. All processing operations are carried out pursuant to [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. 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.

The Commission's processors (contractors) are bound by a specific contractual clause for any processing operations of your personal data on behalf of the Commission. The processors have to put in place appropriate technical and organisational measures to ensure the level of security, required by the Commission.

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 other authorised Commission staff according to the "need to know" principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

The service provider(s) used by the data controller (is/are):

- *ICF Next S.A.
17 Avenue Marnix
1000 Brussels, Belgium*

Your information will be processed by [ICF Next S.A](#) and shared on a "need to know" basis with its contract implementation partners.

- *IP TRAVEL sprl
10 rue du Parc
1190 Brussels, Belgium
info@iptravel.be
+32 2 340 08 08*

Where necessary, we may also share your information with service providers for the purpose of organising the event. Service providers are hosting personal data in the EU:

- Session Q&A and polling tool: Slido ([privacy policy](#))
- Video-conferencing software and event survey: B2Match ([privacy policy](#))
- Webstream service: Clevercast ([privacy policy](#)) Names of speakers and photographs may be published based on consent.

Please note that pursuant to Article 3(13) of Regulation (EU) 2018/1725 public authorities (e.g. Court of Auditors, EU Court of Justice) which may receive personal data in the framework of a particular inquiry in accordance with Union or Member State law shall not be regarded as recipients. The further processing of those data by those public authorities shall be in compliance with the applicable data protection rules according to the purposes of the processing.

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.

Cookies

Cookies are short text files stored on a user's device (such as a computer, tablet or phone) by a website. Cookies are used for the technical functioning of a website (functional cookies) or for gathering statistics (analytical cookies).

The registration for the meeting takes place via B2Match. The cookies employed by the platform on the registrant's device for that purpose will be covered by the cookie policy of the platform, which is available here: <https://www.b2match.com/privacy-policy>.

Enabling these cookies is not strictly necessary for the website to work but it will provide you with a better browsing experience. You can delete or block these cookies, but if you do that, some features of the B2Match website may not work as intended.

The cookie-related information is not used to identify data subjects personally and the pattern data is fully under the Commission's control. These cookies are not used for any purpose other than those described here.

Should you wish to opt your personal data out of our anonymised, aggregated statistics, you can do so on our cookies page. In particular, you can control and/or delete those cookies as you wish.

Third party IT tools, including Social Media

We may use third party IT tools to inform about and promote the event through widely used communication channels, including the social media. For detailed information about the use of social media by the European Commission, see the Record of Processing DPR-EC-00073 (Social Media Use by the European Commission).

You may be able to watch our videos, which may be also uploaded to one of our social media pages and follow links from our website to other relevant social media.

In order to protect your privacy, our use of third party IT tools to connect to those services does not set cookies when our website pages are loaded on your computer (or other devices), nor are you immediately redirected to those social media or other websites. Only in the event that you click on a button or "play" on a video to watch it, a cookie of the social media company concerned will be installed on your device. If you do not click on any social media buttons or videos, no cookies will be installed on your device by third parties.

In order to view such third-party content on our websites, a message will alert you that you need to accept those third parties' specific Terms and Conditions, including their cookie policies, over which the Commission has no control.

We recommend that users carefully read the relevant privacy policies of the social media tools used: [Twitter/X](#); [Facebook](#); [Instagram](#). These explain each company's policy of personal data collection and further processing, their use of data, users' rights and the ways in which users can protect their privacy when using those services.

The use of a third party IT tool does not in any way imply that the European Commission endorses them or their privacy policies. In the event that one or more third party IT tools are occasionally unavailable, we accept no responsibility for lack of service due to their downtime.

The event will be organised online using the following third party tools:

For the purpose of web streaming, Clevercast, collects from event participants: Device's Internet Protocol address (e.g. IP address), browser type, browser version. When participants access the Service by or through a mobile device, the platform may collect certain information automatically, including, but not limited to, the type of mobile device, mobile device unique ID, the IP address, mobile operating system, the type of mobile Internet browser, unique device

identifiers and other diagnostic data. For more information on how Clevercast uses cookies and processes personal data, please consult this link: <https://www.clevercast.com/privacy-policy/>.

For the purpose of hosting the digital event and managing the different side activities, including networking, B2match.com, may collect from participants the following data: full name, job position, mobile phone number, profile picture, time zone, organization name/type/description/website/logo, areas of activity, country, city, address, IP address, website data, geolocation, and browser-generated information (including device information, operating system, device type, system, cookies or other technologies used to analyse users' activity). European Innovation Council and SMEs Executive Agency (EISMEA), B-1049 Brussels, BELGIUM 2/4 It hosts the collected personal data on servers in EU/EEA. For more information on how B2match.com uses cookies and processes personal data, please consult this link: <https://www.b2match.com/privacy-policy>.

For the purpose of Q&A, quizzes, and polls, Sli.do, collects the following personal data: first name (optional), last name (optional); IP address, language, website data, geolocation, and browser-generated information (including device information, operating system, device type, system, cookies or other technologies used to analyse users' activity). For information on how Sli.do uses cookies and processes your personal data, please consult this link: <https://www.sli.do/terms#privacy-policy>.

For the purpose of capturing online speakers to join the sessions, Webex by Cisco collects the following personal data from online speakers: first name, last name and e-mail address. Additional personal data may also be processed by Webex, such as IP address, geographic region, and browser-generated information (including device information, operating system, cookies or other technologies used to analyse users' activity). Chat messages will also be processed by Webex to be able to reply to questions, but the chat messages will not be recorded. To learn more on the processing of your personal data by Webex by Cisco, please consult this link: <https://www.cisco.com/c/en/us/about/legal/privacy-full.html>.

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 the right to object to the processing of your personal data, which is lawfully carried out pursuant to Article 5(1)(a) of Regulation (EU) 2018/1725 on grounds relating to your particular situation.

The European Commission will ensure that the data subjects can exercise their right to object to processing whenever possible by the organisers of the event (for example, on the spot by indicating a non-web streamed seat if requested; or ex-post, by deleting a specific sequence from the online video/voice recording).

If you consented to provide your personal data to the data controller for several processing operations, mentioned under Heading 3, you will be able to withdraw that consent at any time by notifying the data controller. Withdrawal of your consent will not affect the lawfulness of the processing carried out before the withdrawal occurred.

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:

European Commission
Directorate-General For Education, Youth, Sport and Culture
Unit EAC.C.4 - Digital Education
EAC-DIGITALEducation@ec.europa.eu

The Data Protection Coordinator (DPC) of DG EAC

You may contact the EAC DPC (EAC-DATA-PROTECTION@ec.europa.eu) with regard to issues related to the processing of your personal data by 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 European 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-01063**.