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**PROTECTION OF YOUR PERSONAL DATA**

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

**Processing operation:** Digital Services Act Stakeholder Event, 27 June 2023

**Data Controller:** European Commission, DG CNECT, Digital Services and Platforms Unit (F2)

**Data Processors**:

* B2Match GmbH

Mariahilfer Straße 17/3

A-1060 Vienna

* Clevercast
Jules Bilmeyerstraat 32,
2600 Antwerpen,Belgium
* ICF Next SA
17 Avenue Marnix
B-1000 Brussels, Belgium
* IP Travel
Av. Du Parc 10
1060 Brussels, Belgium
* NH Collection Grand Sablon

Rue Bodenbroek 2-4

1000 Brussels, Belgium

* OneTec542/C4Leuvensesteenweg
B-1930 Zaventem, Belgium
* Slido
Vajnorska 100/A
831 04 Bratislava, Slovakia
* Tipik Communication Agency
Av de Tervueren 270
B-1150 Brussels, Belgium

**Record reference:** DPR-EC-01063

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**1. Introduction**

The European Commission is committed to protecting your personal data and to respecting your privacy. The Commission collects and further processes personal data pursuant to [Regulation (EU) 2018/1725](https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=uriserv:OJ.L_.2018.295.01.0039.01.ENG&toc=OJ:L:2018:295:TOC) 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 the Digital Services Act (DSA) Stakeholder Event. 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 the DSA Stakeholder Event, undertaken by CNECT F.2, is presented below.

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

Purpose of the processing operation: DG CNECT F.2 collects and further processes your personal data to provide you with information about the DSA Stakeholder event (before, during and after) and to process your application for participation in it.

1. **For participants who will watch web streaming embedded on the Europa website**

Your personal data is processed to allow you to watch the web-streaming and to allow your participation in Slido.

You will be asked to take part in polls or quizzes or to give ideas or questions to the organisers. You are free to take part or not. This information will be collected anonymously and the processing of personal data is only to ensure that you have answered once to the question posed and to recuperate the session should there be technical issues.

This input to Slido will be published in the context of the DSA Stakeholder Event and in reports about the event on the Commission website <https://digital-strategy.ec.europa.eu/en>.

1. **For participants who will use the B2match tool**

Your personal data is processed to register you for so you can join the B2 match community; to allow you to watch the web-streaming and to allow your participation in Slido.

You will be asked to take part in polls or quizzes or to give ideas or questions to the organisers. You are free to take part or not. This information will be collected anonymously and the processing of personal data is only to ensure that you have answered once to the question posed and to recuperate the session should there be technical issues.

This input to Slido will be published in the context of the DSA Stakeholder Event and in reports about the event on the Commission website <https://digital-strategy.ec.europa.eu/en>.

1. **For in-person participants & speakers**

Your personal data is processed to register you to the event and to allow your participation in Slido.

You will be asked to take part in polls or quizzes or to give ideas or questions to the organisers. You are free to take part or not. This information will be collected anonymously and the processing of personal data is only to ensure that you have answered once to the question posed and to recuperate the session should there be technical issues.

Live web-streaming and recording of the speakers, organisers and participants at of the DSA Stakeholder Event will be broadcasted on the event website.

In addition, photographs of the speakers and panoramic photographs of participants and organisers might be taken and published in the context of the DSA Stakeholder Event on the website of the Commission <https://digital-strategy.ec.europa.eu/en> and/or the event website.

The audience or non-speaker participants are not photographed individually or in groups. They may however appear on panoramic photographs of the whole event or audience.

Participants that do not wish to be part of the above web-streaming and recording/publishing activities have the possibility to object to processing e.g. by wearing a special badge and by sitting in defined zones which are not recorded/photographed, or by following the event online. The special badges can be requested upon arrival at the venue.

During the conference, the organiser will be recording the speakers, including any question and answer sessions or panel discussions. The recording will be published with open access on the website of the Commission <https://digital-strategy.ec.europa.eu/en> and/or the event website.

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?**

The processing operations on personal data, linked to the organisation, management, follow-up and promotion of the DSA Stakeholder Event (including web-streaming, photos, audio-visual recording, the use of video conferencing services) 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. Consequently, those processing operations are 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).

More specifically, the objective of all processing activities related to Clevercast is to support the management and the functioning of the European Commission, by adjusting the internal mechanisms and management systems to the new technological environment and advancements, by providing to EC Staff the necessary means and tools to perform their daily tasks and by organizing EC’s operations according to the principles of sound financial management. Article 33.1 (a)(b) and (c) of the Regulation 2018/1046 that refers to the performance and principles of economy, efficiency and effectiveness is also applicable here. The use of Clevercast conferencing services are also in line with the EC’s Digital Strategy 2018 for a modern and digital working environment, including unified communication with advanced video-conferencing.

The processing operations on personal data of the master of ceremony and moderators for the DSA Stakeholder 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:

* For in-person participation only: the processing of your personal data relating to your dietary requirements or access requirements;
* the processing of your personal data to invite you to future events CNECT F.2 may organise;
* the processing of your personal data to participate in online polls, sharing of questions or idea or quizzes during the DSA Stakeholder Event using the audience participation tool, Sli.do;

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 by contacting CNECT-DIGITAL-SERVICES@ec.europa.eu.

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

**For participants who will watch the web-streaming embedded on the Europa website and use Slido:** the following personal data will be processed:

* personal data provided through Sli.do

**For participants who will use B2match:** the following personal data will be processed:

* **Personal information (user account data):** email addresses, given names, surname, mobile phone number, password (encrypted) are compulsory; Job title, picture and language are optional.
* **Organisational data:** Name of the organisation, address, logo, company description, event-specific information, such as: Type of organisation, areas of activity.
* **Business Interests** (= marketplace): Co-operation profiles, i.e. ‘I am offering..., I am looking for...
* **Agenda session:** in which the organisation is taking part, for example: Plenary sessions, workshops, B2B matchmaking sessions, etc.
* personal data provided through Sli.do

**For participants who will attend in person**: the following personal data will be processed:

* contact details (function/title, first name, last name, name of organisation, type of organisation country, e-mail address);
* dietary requests, specific access requirements;
* personal data provided through Sli.do.

**For speakers and moderators for whom we pay travel and/or accommodation**:

* full name;
* mobile phone number;
* nationality;
* date of birth;
* country;
* outgoing and incoming city;
* email address

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

CNECT F.2 only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing.

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

* All personal data related to the organisation and management of the DSA Stakeholder Event (this includes the information given during the registration, before, during or after the event) will be deleted **5 years** after the last action in relation to the event;
* For in-person participants: sensitive personal data relating to dietary 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 DSA Stakeholder Event, but no later than within **1 month** after the end of event;
* For in-person participants & speakers: recordings from the web-streamed DSA Stakeholder Event will be kept for **5 years** after the event before being deleted;
* Personal data shared with CNECT F.2 for future mailing purposes (e.g., to receive newsletters or invitations to similar events) are processed in line with the Record of Processing DPR-EC-03928 Management of subscriptions to receive information;
* Selected service providers for organisational purposes (such as caterers or event management organisations) are contractually bound to process personal data on behalf of and in line with the instructions of the data controller, keep confidential any data they process and protect it from unauthorised access, use and retention;
* Personal data used to enable participants to connect to Sli.do during the DSA Stakeholder Event is kept for the time necessary to fulfil the purpose of collection or further processing, namely for the length of the on-line event. More information is available in the Record of Processing DPR-EC-06687 (Slido **-** Audience Interaction Software).

**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 Commission and its contractors. All processing operations are carried out pursuant to [Commission Decision (EU, Euratom) 2017/46](https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1548093747090&uri=CELEX:32017D0046), of 10 January 2017, on the security of communication and information systems in the European Commission.

The Commission’s contractors are bound by a specific contractual clause for any processing operations of your personal data on behalf of the Commission, and by the confidentiality obligations deriving from the General Data Protection Regulation (‘GDPR’ - [Regulation (EU) 2016/679](https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=celex%3A32016R0679)).

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.

**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.

Where necessary, we may also share your information with our contractors for the purposes of organising the DSA Stakeholder Event. For the speakers and moderators for whom we pay travel and/or accommodation, personal data related to travel arrangement will be processed by ICF Next SA, and its travel agency, IP Travel, as well as NH hotels.

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.

Slido is a tool that allows for audience interactive participation during either online or live meetings or conferences. The audience can ask questions, respond to polls, take part in quizzes during a webinar or live event. The tool can be used with any of the Commission's audio-conference tools for on-line events.

In order to reply to questions, event participants can scan a QR code or log into the Slido website and enter the conference code. The replies will be anonymous. The processing of personal data is to ensure that participants have been able to connect to the software and they are able to reply to the questions only once.

**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 DSA Stakeholder Event takes place via EventWorks. The cookies employed by the Commission on the registrant’s device for that purpose will be covered by the cookie policy of the Commission, which is available here: <https://ec.europa.eu/info/cookies_en>.

The collection, aggregation and anonymising operations are performed in the data centre of the European Commission under adequate security measures.

Cookies are stored by Europa Analytics, the corporate service which measures the effectiveness and efficiency of the European Commission's websites on EUROPA. More information is available in the Record of Processing DPR-EC-00685 (Europa Analytics).

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 meeting/event 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 use third party IT tools to inform about and promote the DSA Stakeholder 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 can watch our videos, which we also may upload to our Twitter, LinkedIn, Instagram and Facebook pages page and follow links from our website to our Twitter, LinkedIn, Instagram and Facebook pages.

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 read the relevant privacy policies of:

* Twitter: <https://twitter.com/en/privacy>
* Facebook: <https://www.facebook.com/privacy/policy/>
* LinkedIn: [https://it.linkedin.com/legal/privacy-policy?](https://it.linkedin.com/legal/privacy-policy)
* Instagram: <https://privacycenter.instagram.com/policy/>

carefully before using them. 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 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.

**International transfers**

According to Cisco privacy statement, your personal data might be transferred to the United States if you use **Slido**, which is part of the Cisco organisation, a US company. Such transfers are based on appropriate safeguards (Article 48.2 and .3 of the Regulation 2018/1725) and reflected in the Binding Corporate Rules that have been validated by a number of EU privacy regulators.

**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 (see above to know how to object).

For those processing activities to which you have consented, you have the **right to withdraw your consent** at any time by notifying CNECT F.2 at CNECT-DIGITAL-SERVICES@ec.europa.eu. The withdrawal of your consent 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, CNECT-DIGITAL-SERVICES@ec.europa.eu.

* **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>.