

Privacy Statement

Articles 15 and 16 of Regulation (EU) 2018/1725 of the European Parliament and the Council of 23 October 2018 apply to the processing of personal data carried out by the European Parliament.

Processing operation: Conférence finale du réseau Jean Monnet Euro-Institut

Data Controller: l'Euro-Institut et l'Université Victoria (Canada)

Record reference: [506](#)

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1) Who processes your personal data?

- The European Parliament is acting as the controller¹ and the entity responsible for the processing is l'Euro-Institut et l'Université Victoria (Canada), represented by Svea Semerák.
- You can contact the controller/entity at Semerak@euroinstitut.org.

2) What is the purpose of the processing of your personal data?

- Your personal data will be processed (first name, last name, ID card/passport number, nationality, date of birth) for the accreditation and security - enabling participation in the events taking place in the EP premises.

During and after the registration period, this data is supervised by the controller. If accreditation is needed, the accreditation data is sent to DG SAFE. (for more information about accessing the EP Premises, please see the [DG SAFE data protection notice](#)).

- The European Parliament may keep the contact details for future mailing purposes (e.g., to send participants newsletters or invitations to similar events). **Such storage is only based on the participant's consent.** The data stored is the first name, last name, the organisation, the organisation sector and e-mail address.
- A client satisfaction survey may be sent to a specific mailing list for the evaluation of the event to those persons who gave their consent to be contacted by the event organiser. This survey is anonymous.

3) What is the legal basis for the processing?

- The legal basis for the processing is
 - (a) Art. 14 of the Treaty of the European Union
 - (b) Parliament's Rules of Procedure, in particular Rule 121.
 - (c) Parliament's Resolutions and Conference of Presidents authorising decisions referring to the specific events (CoP authorisation of 15 September 2022)
 - (d) Points (a) and (d) of Article 5(1) of the Regulation (EU) 2018/1725
 - (e) Bureau decision of 3 May 2004 (Rules on access badges as amended) and EP Bureau Decision on 6 July 2011 (Implementation of the new global security concept) and EP Bureau Decision on 15 January 2018 (Rules governing security and safety in the European Parliament (C79/04))

4) What personal data is processed?

- We process your first name, last name, organisation type, organisation name, function, country, ID card/passport number, nationality, date of birth, contact details (email, phone number), consent choices (on privacy statement, future mailing purposes, phone number) choices on session/workshop participation, alimentary restrictions, some characteristics concerning special needs (disability).

¹ A Controller the public authority, agency or other body which, alone or jointly with others, determines the purposes and means of the processing of the personal data. The controller is represented by the head of the entity.

5) How will your personal data be processed?

- During the registration phase, data will be under the control/security of the data controller. A few days before the event, this data is transferred to DG SAFE for accreditation purposes, DG LINC and IT Support of remote participants, involved in the organisation of the event. After the event has taken place, retention policy and or destruction of data will be applied.

6) For how long will your personal data be stored?

The European Parliament only keeps the personal data for the time necessary to fulfil the purpose of collection or for further processing.

The retention period for each of the categories of data processed is described hereunder:

- All personal data related to the organisation and management of the event (including the information given before, during or after) will be deleted one year after the last action in relation to the event.
- The data of the participants that agree on keeping in touch with the EP will be kept to be used for the thematically related events. This data will be stored into a secured folder of the event organiser with a restricted access on the European Parliament servers.
- For the people concerned, sensitive personal data relating to access, dietary requirements, and phone numbers will be deleted as soon as they are no longer necessary for the purpose for which they have been collected but no later than within 1 month after the end of the event.
- Audio-visual materials containing personal data will remain public for the current legislative term and the following one, before being deleted.
- Personal data shared with the Directorate-General for Security and Safety of the European Parliament for the participants to gain access to the European Parliament buildings is retained for the duration of the validity of the accreditation. After this validity, personal data is kept for 2 years for possible investigation needs.

After the process (or operation) has finished, the Directorate collects data from participants used for statistical purposes. This data is stored anonymously on a shared network drive with access to unit's authorised staff.

7) Who are the recipients of your personal data?

DG SAFE for accreditation and security, DG LINC as owners of the registration platform and for IT Support to remote participants, and l'Euro-Institut et l'Université Victoria (Canada) as event organiser.

8) Will your personal data be shared with a non-EU country or international organisation?

- **No**, your personal data will not be shared with a non-EU country or international organisation.

9) Are any automated processes² and/or profiling³ used to make decisions which could affect you?

- **No.**

10) 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 to attend an event organised by the European Parliament takes place via an official/internal website. The cookies employed by the European Parliament on the registrant's device for that purpose will be covered by the cookie policy of the European Parliament, which is available here: <https://www.europarl.europa.eu/privacy-policy/en/cookies-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 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 parliament's control. These cookies are not used for any purpose other than those described here.

11) What rights do you have?

- You have the following rights:
 - Right of access to your personal data.
 - Right to rectification of your personal data.
 - Right to erasure of your personal data.
 - Right to withdraw your consent at any time, without affecting the lawfulness of processing based on consent before its withdrawal.
 - Right to contact the European Parliament's data protection officer at data-protection@europarl.europa.eu.
 - Right to lodge a complaint with the [European Data Protection Supervisor](https://www.edps.europa.eu/) at edps@edps.europa.eu.

The data subjects can at any moment before or after the event (participation in the event is not possible when data are deleted) decide to request their data to be deleted, to object or restrict the data processing, and the right to data portability, by sending an e-mail to the following e-mail address: Semerak@euroinstitut.org.

The data subject can exercise his/her right of access and to rectify your data at any moment, as mentioned in 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, as well as exercise his/her right to have a recourse to the EDPS (edps@edps.europa.eu) or the DPO of the European Parliament data-protection@ep.europa.eu.

² Making a decision solely by automated means and without any human involvement. {Theoretical Examples: internet page were selecting certain options will automatically place you in different mailing lists were you are sent the corresponding monthly newsletter / using an automated system to mark "Multiple Choice" test answers and assign a pass mark according to the number of correct answers}.

³ Profiling analyses aspects of an individual's personality, behaviour, interests and habits to make predictions or decisions about them. Used to analyse or predict aspects concerning the data subject's performance at work, economic situation, health, personal preferences or interests, reliability or behaviour, location or movements, etc. {Theoretical Example: when using social media tools data is collected and your trends registered. This data is then used to form new/different predictions on you.}