

## **PROTECTION OF YOUR PERSONAL DATA**

**This Data Protection Notice (*DPN*) provides information about the processing and the protection of your personal data.**

**Processing operation:** EMODnet Open Conference 2023: Powering the European Marine Data Ecosystem: For a digital and green future and related events (Jamboree)

**Data Controller:** The European Marine Observation and Data Network (EMODnet) Secretariat on behalf of the European Commission, Directorate General for Maritime Affairs and Fisheries, Unit A1 acting as the Controller

**Record reference:** DPR-EC-001063

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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 Data Protection Notice (*DPN*) explains the reason for the processing of your personal data in the context of the EMODnet Open Conference 2023 and related events (European Atlas of the Seas workshop, EC Ocean observation workshop and Jamboree). 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 of the EMODnet Open Conference 2023 and related events, undertaken by the European Marine Observation and Data Network (EMODnet) Secretariat on behalf of the European Commission, Directorate General for Maritime Affairs and Fisheries, Unit A1, is presented below.

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

Purpose of the processing operation: the Controller collects and further processes your personal data to provide you with information about the EMODnet Open Conference 2023 and related events (*before, during and after*) and to process your application for participation in the EMODnet Open Conference 2021 and related events.

Live web-streaming and audio-visual recording of the designated speakers, panelists and moderators will take place at the EMODnet Open Conference 2023, and will subsequently be published in the context of EMODnet Open Conference 2023 at [www.emodnet.eu/en/conference2021](http://www.emodnet.eu/en/conference2021), [www.emodnet.ec.europa.eu](http://www.emodnet.ec.europa.eu) and [www.emodnetconference2023.eu](http://www.emodnetconference2023.eu).

Participatory sessions e.g. Conference break-out sessions will be conducted fully in person i.e. no hybrid option. The EMODnet Jamboree partner meetings will include a hybrid option, however these are internal partner meetings and there will be no live web streaming. Any recordings taken will be for internal use by EMODnet partners only, and will not be shared publicly.

Participants that do not wish to be photographed or filmed have the possibility to object to processing by sending an e-mail to the [Contact@emodnetconference2023.eu](mailto:Contact@emodnetconference2023.eu)

Those indicating that do not wish to be photographed will be seated in the back rows and receive lanyards of different colours which will be indicated to the photographer.

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

If you come to the event physically and are a funded participant, your data will be used by a third-party contractor (Uniglobe Travel) for the purpose of organising your travel and accommodation.

The data controller shall not be held accountable for any processing of personal data that you might carry out on your own initiative during or after the event. For instance, if you decide to take photographs/audio-visual recordings of participants of the EMODnet Open Conference 2023 and related events and/or publish them online, you assume full responsibility for these actions.

### **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 EMODnet Open Conference 2023 and related events (*including web-streaming, photos, audio-visual recording*) 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*).

Your consent is required for:

- The sharing of the EMODnet Open Conference 2023 and related events participant lists containing your name and affiliation, country and – where relevant eg/ speakers/panellists your photo with other participants, through the online Conference platform, for the purpose of future collaboration of certain participants;
- The sharing (for speakers only) of screenshots of the streaming page during the speakers' interventions for future use and social media posting;
- The sharing of the meeting/event attendee list containing your name and affiliation among participants, in order to create working groups to continue the collaborative work launched during the meeting/event;

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 any of these services can be withdrawn at any time, e.g. for unsubscribing from the newsletter by clicking on the 'unsubscribe button' if any, or by sending an email to the contact point of the Controller indicated in Heading 11.

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

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

- contact details (function/title, first name, last name, name of organisation, country, e-mail address, telephone number);
- travel details (city of departure and return);
- connection details in case you are a remote speaker using Webex as videoconferencing tool to attend the event;
- connection details in case you are a remote participant following the livestreaming of the event;
- biographies and photos (speakers and moderators) for publication on the event website;
- 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 or in order to issue travel documents;
- dietary requests (if any) or specific access requirements;

- web-streaming, photos and audio-visual recordings 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 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 EMODnet Open Conference 2023 and related events (*this includes the information given during the registration, before, during or after the event*) will be deleted **one year** after the last action in relation to the EMODnet Open Conference 2023 and related events;
- Recordings from the web-streamed EMODnet Open Conference 2023 will be kept for **3 years** before being deleted. More information is available in the Record of Processing DPR-EC-00306 (*Web-streaming of Commission events*);
- 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, keep confidential any data they process and protect it from unauthorised access, use and retention.

## **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 on the servers of the European Commission (*and of its contractors if contractors are engaged to assist the controller in the organisation and management of this meeting/event*).

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 given processing operations.

The Commission's contractors are bound by specific contractual clauses 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*).

## **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 authorized 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 service providers for the purposes of organizing the event EMODnet Open Conference 2023

For registration purposes: Tipik Communication Agency SA Société Anonyme

Registration Number: 0435.539.007

Avenue de Tervuren, 270, 1150 Brussels,

Belgium

VAT No. BE0435539007

Email: [Contact@emodnetconference2023.eu](mailto:Contact@emodnetconference2023.eu)

Telephone: +32.2.235.00.44

For travel arrangements: Uniglobe Universal Travel

Gemeenteplein 11

1560 Hoeilaart – Belgium

[uniglobeuniversaltravel.be](http://uniglobeuniversaltravel.be)

For accommodation: data will be shared with the relevant hotel

The personal data (name, surname, title, organisation) of the speakers, moderators, rapporteurs and active participants in other capacities will be made public on the event website subject to their prior consent.

## **8. 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).

Registration for the meeting takes place via links that will be communicated per event, hosted on the registration platform U-event, which employs cookies as described below:

- Cookies that are active for the registration session are those which would allow an attendee to resume the registration in case it was left incomplete, as well as the language cookie for language selection.
- 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 registration website may not work as intended. Additionally, accepting cookies is mandatory for viewing audio-visual material and the event web streaming.

## **9. Third party IT tools, including Social Media**

We use third party IT tools to inform about and promote the EMODnet Open Conference 2023 and related events 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 the recordings and view pictures of the EMODnet Open Conference 2023 via [www.emodnet.eu/en/conference2021](http://www.emodnet.eu/en/conference2021) and [www.emodnet.ec.europa.eu](http://www.emodnet.ec.europa.eu). Pictures from the EMODnet Open Conference and related events on the EU Atlas of the Seas and EC Ocean Observation will be used in reports that will be made public after the event.

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 the social media tools used. 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.

## **10. 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 data will ensure that the data subjects can exercise their right to object to processing whenever possible by the organisers of the meeting/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*).

You have consented to provide your personal data to the data controller for the present processing operations. You can withdraw your consent at any time by notifying the data controller. 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 11 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.

## 11. 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: The European Marine Observation and Data Network (EMODnet) Secretariat on behalf of the European Commission, Directorate General for Maritime Affairs and Fisheries, Unit A1 at [secretariat@emodnet.eu](mailto:secretariat@emodnet.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.

## 12. Where to find more 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>.

These specific processing operations have been included in the DPO's public register with the following Record reference: [DPR-EC-01063](#).