



EUROPEAN COMMISSION

DATA PROTECTION NOTICE

Processing operation: EU Sport Forum

Data Controller: European Commission, DG EAC, Unit D3 Sport

Record reference: DPR-EC-01063.1

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1. Introduction

The European Commission (hereafter ‘the 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 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.

This privacy statement explains the reason for the processing of your personal data in the context of the event ‘**EU Sport Forum**’, organised by the European Commission. 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 the processing of personal data linked to the event EU Sport Forum organised by the Directorate-General for Education, Youth, Sport and Culture (DG EAC) - Unit D3 Sport of the European Commission, is presented below.

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 the specific meeting or event (before, during and after), to process your application for participation in that meeting or event and to ensure that we can identify and reach participants in case an infection of the new coronavirus COVID-19 occurs.

Live web-streaming and audio-visual recording of the speakers and the participants will take place during the event.

During the conference, the organiser will be recording the sessions, including any question and question-and-answer sessions or panel discussions. The recordings may be used for creation of post-event material and published on web pages in relation with the event.

During the event, participants will be asked to take part in polls or quizzes or to give ideas or ask questions to the organisers. Personal data will be collected through the polling tool Sli.do, which is covered by the Record [DPR-EC-06687.1](#).

This information will be collected anonymously, and the processing of personal data is only to ensure that participants have answered once to the question posed and to recuperate the session should there be technical issues.

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.

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

Photographs of the speakers and panoramic photographs of participants and organisers might be taken and published in the context of the event **EU Sport Forum** on the event website, European Commission website or official accounts on online platforms. The audience or non-speaker participants may appear on panoramic photographs of the whole event/audience.

The data controller is processing your personal data under Regulation (EU) 2018/1725 for the purposes of the event **EU Sport Forum**. If you decide to take photographs/audio-visual recordings of participants of the meeting and/or publish them online, you assume full responsibility for these actions. The same applies if you download the photographs that will be shared with participants or posted on the European Commission online platforms and publish them on the Internet. 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.

Participants that do not wish to be photographed have the possibility to object to processing by sending an e-mail to contact@EUSportForum2022.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.

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 **EU Sport Forum** (including photos) are necessary for the management and functioning of the Commission, as mandated by the Treaties. Those provisions are 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)(b)(d) of Regulation (EU) 2018/1725.

We process your personal data, because:

- (a) 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;
- (b) the data subject has given consent to the processing of his or her personal data for one or more specific purposes;

Your consent is required for the following actions during the event **EU Sport Forum**:

- the processing of your personal data for managing your registration to the event;
- organising your travel and accommodation for this event (funded participants);
- Processing of your personal data to participate in online polls, sharing of questions or idea or quizzes during the event using the audience participation tool, Sli.do;
- the sharing of the meeting or event participants list containing your name and affiliation with other participants. In addition, further information will be given if there are specific purposes for such sharing (e.g. for the purpose of future collaboration);

- where relevant (if concerned): publication on the event website and on DG EAC website of the agenda with your name as speaker/moderator/rapporteur;
- where relevant (if concerned): publication of the minutes of the meetings on the European Commission website;
- the processing of your personal data for inviting you to future events the data controller may organise.

The European Commission will publish the agenda of the event on its official website and on the event website with the personal data (name and title) of the speakers, rapporteurs, moderators. However, the agenda will be published without the personal data or the data will be redacted where the consent is not received.

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/not give your consent via a clear affirmative/negative act by ticking the box(es) on the online registration form.

Your consent for these services can be withdrawn at any time by sending an email at: EAC-DATA-PROTECTION@ec.europa.eu.

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 video-conferencing tool to attend the event;
- connection details in case you are a remote participant following the livestreaming of the event;
- information about your organisation;
- 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.

The Commission has obtained personal data from a.) data subject (and/or) previous events; b.) publicly accessible sources.

The provision of personal data is mandatory to meet the necessary requirements for registration and participation in the event. If you do not provide your personal data, the Commission will not be able to grant you access to the premises/platform of the event.

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 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 meeting or event (this includes the information given during the registration, before, during or after the event) will be kept for **five years** after the meeting or event.
- In case of audio-visual recording of the meeting or event, the recordings will be kept for **3 months** after the meeting or 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 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 event management organisations, venues, caterers and/or travel agents) 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. 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.

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, and by the confidentiality obligations deriving from the transposition of the General Data Protection Regulation in the EU Member States ('GDPR' [Regulation \(EU\) 2016/679](#)). The processors/contractors 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.

Where necessary, we may also share your information with service providers for the purposes of organising the event **EU Sport Forum**.

- For registration purposes: Tipik Communication Agency S.A., DG EAC’s sub-contractor
- For survey reasons: EUSurvey ([privacy policy](#))
- Session Q&A and polling tool: Sli.do ([privacy policy](#))
- For the purpose of organising online participation of speakers: Webex ([privacy policy](#))
- For travel arrangements: Uniglobe Travel
- 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.

Please note that pursuant to Article 3(13) of the Regulation, 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 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).

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.

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 meeting/event (for example, by deleting a picture from the virtual event).

You have consented to provide your personal data to for the present processing operation. You can withdraw your consent at any time by notifying the Data Controller. The withdrawal 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 via EC EAC-DATA-PROTECTION@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>.

This specific processing operation has been included in the DPO's public register with the following Record reference: DPR-EC-01063.1.