



EUROPEAN EDUCATION AND CULTURE
EXECUTIVE AGENCY (EACEA)

Erasmus+

International dimension

Erasmus+ Capacity Building in Higher Education (CBHE)

Infoday

Online registration

Data Protection Notice

The European Education and Culture Executive Agency ("EACEA") is committed to preserving your privacy. All personal data are dealt with in accordance with Regulation (EU) No 2018/1725 on the protection of personal data by the Union institutions, bodies, offices and agencies¹ ("the data protection regulation").

The following Data Protection Notice outlines the policies by which the EACEA collects, manages and uses the personal data of the concerned individuals within the context of the **Erasmus+ Capacity Building in Higher Education (CBHE) Infoday**, taking place on **05/12/2024**. The event will be organised via Webstreaming, and certain personal data may appear in the recording. The event will be recorded and the recording will be published on the internet.

1. Who is responsible for processing your personal data (data controller)?

The controller is the European Education and Culture Executive Agency (EACEA), BE-1049 Brussels. The person designated as being in charge of the processing operation is the Head of Unit of EACEA.A. 4 – International Capacity Building.

Email: EACEA-EPLUS-CBHE@ec.europa.eu.

2. Which personal data are processed?

Mandatory data for the event organisation: your contact details, i.e. title, first name, last name, position/function, name of organisation, email address, city and country.

Attention of participants is drawn to the possibility to:

- provide, to the extent possible, anonymised data to register to the event or to submit any question to the Agency via e-mail during the event or after the event (corporate email address without name e.g. contact@companyname.com).

¹ 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, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC Text with EEA relevance, *OJ L 295, 21.11.2018, p. 39*.

3. For which purpose do we process your data?

The primary purpose of the collection of personal data is for the organisation and management of the given event, in particular for processing registration requests and sending appropriate information to participants such as web-links of the event as well as for the collection of feedback after the event through a survey. Participants may also submit any questions to the Agency via e-mail during and after the meeting.

In addition, the purpose of the processing is also for:

- Recording of the event and publication: the event will be audio and video recorded for the purpose of sharing experience and will be published on the EACEA website. We will record on video speakers' presentations and their answers to participants' questions received by e-mail.
- Invitations to future information events related to the CBHE actions (upon consent) that EACEA may organise: EACEA will send you information on future events during a period of 5 years.

Via the web-streaming page, people can only watch and listen but not actively participate/intervene.

4. Who has access to your personal data and to whom is it disclosed?

Access to your personal data may be given on a need-to know basis to the following recipients:

- EACEA: Staff members on a need-to-know basis
- European Commission: relevant DGs in particular the Directorate-General for Education, Youth, Sport and Culture (DG EAC), Directorate-General for Neighbourhood and Enlargement Negotiations (DG NEAR) and Directorate-General for International Partnerships (DG INTPA).
- The SCIC of the European Commission, managing the platform used for the livestreaming and recording, in line with the following data protection record <https://ec.europa.eu/dpo-register/detail/DPR-EC-00306>.
- EU Survey for registration purposes (and its related privacy statement: <https://ec.europa.eu/eusurvey/home/privacystatement>).
- SLIDO will be used to collect feedback and questions from participants (see applicable data protection notice under point 7 of the following link: <https://ec.europa.eu/dpo-register/detail/DPR-EC-06687>. Participants using SLIDO to submit questions/feedbacks are invited to use the tool without submitting personal data.
- General public will have access to the recording once published on the website of EACEA.

In case of control or dispute, the bodies charged with a monitoring or inspection task in application of Union law (e.g. Internal Audit Service, European Commission, OLAF, EU Courts etc.).

5. How long do we keep your personal data?

Mandatory data relating to the Registration process of the event will be kept for 4 weeks after the closure of the event.

However, we may keep information identifying you for a longer period for historical, statistical or scientific purposes with the appropriate safeguards in place.

Video and audio recording will be kept for 3 years after the date of event.

Personal data kept upon consent for **invitations to future** information events related to the CBHE actions that EACEA may organise will be kept for 5 years after the date of event.

6. What are your rights concerning your personal data and how can you exercise them?

Under the provisions of the data protection regulation, you have the right to:

- Request to access the personal data EACEA holds about you;
- Request a rectification of your personal data where necessary;
- Request the erasure of your personal data;
- Request the restriction of the processing of your personal data.

For the processing of your personal data which is based on public interest under of Article 5(1)(a) of the data protection regulation, please note that you have the right to object to processing of your personal data on grounds relating to your particular situation under the provisions of Article 23 of the data protection regulation.

For the processing of your personal data which is based on your consent, on your consent under Article 5(1)(d) of the data protection regulation, please note that you can withdraw it at any time, and this will have effect from the moment of your retraction. The processing based on your consent before its withdrawal will remain lawful.

You should also be informed that by virtue of Article 25 of the data protection regulation and of the Internal Rules laid down under Decision of the Steering Committee on internal rules concerning restrictions of certain rights of data subjects in relation to the processing of personal data in the framework of activities carried out by the European Education and Culture Executive Agency dated 22 October 2020 (published on the Official Journal:

<https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32021Q0317%2801%29>

One or several of these rights may be restricted for a temporary period inter alia on the grounds of prevention, investigation, detection and prosecution of criminal offences.

7. Your right to have recourse in case of conflict on any personal data issue

If you have questions or wish to exercise your rights under the Data Protection Regulation or if you want or to submit a complaint regarding the processing of your personal data, you are invited to contact the Data Controller.

You can also contact the Data Protection Officer of EACEA at the following email address: eacea-data-protection@ec.europa.eu.

You may lodge a complaint with the European Data Protection Supervisor at any time:

<https://edps.europa.eu/en>

8. On which legal basis are we processing your personal data?

The Processing of your personal data is based on the following legal basis:

Art. 5(1)(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 (to be laid down in Union Law):

- For collecting and processing your data for the purpose of organising and managing the event, including the collection of feedback after the event through a survey. Provision and processing of these personal data is mandatory to attend to the event.
- For processing of your personal data using the above-mentioned third-party tool(s) used to organise the event.
- For speakers: for the recording and publication of the session on the EACEA website.

The applicable legal basis under Art. 5(1)(a) are:

- The Commission Implementing Decision 2021/173 establishing the European Education and Culture Executive Agency;
- The Commission Decision C (2021)951 and its annexes delegating powers to EACEA for the management of programmes in the MFF 2021-2027.
- Regulation (EU) 2021/817 of the European Parliament and of the Council of 20 May 2021 establishing Erasmus+: the Union Programme for education and training, youth and sport and repealing Regulation (EU) No 1288/2013.

Art. 5(1)(d) the data subject has given consent to the processing of his or her personal data for one or more specific purposes:

- Invitations to future information events related to the CBHE actions.

Participation to the event is not conditional to your consents above. You may provide, to the extent possible, anonymised data to register using a corporate email address without name e.g. contact@companyname.com.