



EUROPEAN COMMISSION

## **PROTECTION OF YOUR PERSONAL DATA**

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

**Processing operation:** Processing of personal data linked to the Copernicus Horizon 2035 Conference on 16 and 17 February 2022.

**Data Controller:** *European Commission, Directorate-General for Defence Industry and Space, Unit B3, International Relations and Communication (hereinafter “DG DEFIS Unit B.3” or “the Data Controller”)*

**Record reference:** [DPR-EC-01063](#)

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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 privacy statement explains the reason for the processing of your personal data in the context of the meeting, 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 Copernicus Horizon 2035 Conference on 16 and 17 February 2022, organised by DG DEFIS Unit B.3 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) and to process your application for participation in that meeting or event.

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

Please note that this meeting will be held using the third party IT services Swapcard and Cisco Webex which processes personal data. Please read section 7 below for more information.

The event will be recorded and the recording will be made available as Livestream and Video on Demand. DG DEFIS may further use the recordings, the photos (screen captures taken from the livestream) – in connection with the Event –, as well as any file or presentation you would decide to share, for promotion and public relation efforts relating to the conference on the DG DEFIS websites and social media channels.

### Speakers and moderators

Names of moderators and speakers will be published on <https://euspace-conference2022.eu> and may be published on [the DG DEFIS Europa website](#).

Speakers' entire interventions, including electronic files, likeness, voice and verbal statements will be recorded and live-streamed on Clevercast. The livestream will also be diffused on the DG DEFIS Twitter account and may be diffused on the [Copernicus Facebook](#) and [Twitter page](#).

### Participants

Public Session: Participants to the public session may join the event via live-stream from the website, and no registration is required. Participants will not be recorded, however their personal data may be processed (optionally) during the Q&A session. The tool used for the Q/A session is Slido. Participants can choose to submit questions anonymously, or voluntarily disclose their identity. Data of participants who have previously registered on the Conference Website will be treated following the guidelines included below. The express consent is required to proceed with the registration.

## 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 EU Copernicus Conference (including registration, live-streaming, photos, audio-visual recording, Q&A) 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).

The processing operations on personal data of the speakers for the meeting or 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 the following actions during the event (if applicable):

- **Speakers and Moderator:** Virtual speaker studio (Webex) if not presenting onsite, live web-streaming and the publication of the Video on Demand recording;
- **Speakers, Moderators, Press:** the publication of the web-streamed recording as well as the use of the photos (screen captures taken from the web-stream/recording) for promotion and public relation efforts relating to the conference on the DG DEFIS websites and social media channels, as well as any shared presentation file;
- **Participants:** creating and giving access to your profile on the virtual event platform, with networking possibilities;
- **Viewers:** Browser-generated information;
- **Registered participants:** Information collected by the conference platform. 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)/the dropdown selection menu on the online registration form.

Your consent for these purposes can be withdrawn at any time by sending an email to [dgdefis@mci-group.com](mailto:dgdefis@mci-group.com).

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

Registration to view and submit questions for the event is not compulsory. If you decide to register, the information will be collected and processed by the following systems:

- **Slido for Q&A (optional):** First name, last name, organisation (it is possible to submit questions without sharing the identity).
- **Clevercast (video web player):** IP address, anonymised browser-generated information for analytics (device information, operating system, device type).
- Other personal information voluntarily disclosed by participants during the Q&A session.

Registration to participate in the event by joining the Conference Platform is required. In addition to the above mentioned personal data, further data will be collected:

- **Flexmail** (registration platform): First and last name, email address, telephone number, country of residence, working organisation.
- **Swapcard** (online conference platform): First and last name, email address, telephone number, country of residence, working organisation.

Speakers and Moderators: In addition to the above for speakers and moderators:

- **Biographies and photographs:** Collected and published for promotion before, during and after the event.
- **Signature** of the consent form.
- **Audio-visual recording** of the meeting.
- **Shared files** or presentations.

## 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 event (this includes the information given during the registration, before, during or after the event) will be kept for **five years** after the event.
- Recordings from the web-streamed meeting or event will be kept for **2 years** before being deleted. More information is available in the Record of Processing DPR-EC-00306 (Web-streaming of Commission events).
- The conference platform will be available and data on it kept for **1 year** before being deleted. Participants can remove their data/profile at any time from the platform.
- Audio-visual recordings will be kept for **3 months** after the event before being deleted. More information is available in the Record of Processing DPR-EC-01937 (Audio-visual recording of meetings).

## 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 or 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.

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.

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. The processors 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.

Publication of audio-visual recordings will be based on consent. Where necessary, we may also share your information with service providers for the purpose of organising the Copernicus Conference. Service providers are hosting personal data in the EU or have Binding Corporate Rules in place.

The following third-party tools are used, these will be a recipient of your data:

- Registration platform: Flexmail ([privacy policy – EU Servers](#))
- Session Q&A and polling tool: Slido ([privacy policy – EU Servers](#))
- IT Conferencing platform: Swapcard ([privacy policy – EU Servers](#))

- Live streaming and temporary Video-on-Demand: Clevercast ([privacy policy – EU Servers](#))

For speakers:

- Webex: ([privacy policy – EU Servers](#))
- For speaker consent form: DocuSign ([privacy policy – localized EU Servers and BCRs](#))

## 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 **event information website** is an external website: <https://euspace-conference2022.eu>.

A tool called CookieHub ([privacy policy](#)) has been installed on the website, which automatically blocks cookies set by common services until the user has consented to them. The user has the following options:

1. Allow all Cookies
2. Deny all Cookies
3. Cookies Settings
  - Under Cookie Settings the user can choose which categories to allow: Necessary, Preferences, Analytical, Other Cookies
  - Under ‘Cookie Declaration’, detailed information on each Cookie can be found.

Geolocation has been disabled - all users will be able to manage cookie choices and will get the CookieHub dialog on the first load.

Enabling cookies is not strictly necessary for the event information 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 Copernicus Conference website may not work as intended. The cookie-related information is not used to identify data subjects personally. 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 may use third party IT tools to inform about and promote the 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 may be able to watch our videos, which may be also uploaded to one of our social media pages and follow links from our website to other relevant social media.

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 carefully read the relevant privacy policies of the social media tools used: [Twitter](#), [Facebook](#), [Instagram](#). 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.

Please note that this meeting or event will be held using the third party IT service Swapcard and Webex. These IT tools have their own cookies and privacy policies (Swapcard [privacy policy – EU Servers](#), and Webex [privacy policy – EU Servers](#)) over which the Commission has a limited or no control. By participating into the meeting or event via a videoconference IT tool, the participants consent to the processing of their personal data via the third party tool as described in the related privacy policy.

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.

## Transfers

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.

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.

**WebEx (Cisco):** Cisco has received the approval of the applications for Binding Corporate Rules (BCRs) as a data controller from the European Union Data Protection Authorities. [More information here](#). The account used by MCI Benelux SA to host webinars is hosted in Frankfurt, DE, EU. No international data transfer of participants’ personal data takes place.

**DocuSign:** DocuSign has received the approval of the applications for Binding Corporate Rules (BCRs) as both a data processor and data controller from the European Union Data Protection Authorities. [More information here](#).

Use of DocuSign under the legal basis Article 50(1)(a) of Regulation (EU) 2018/1725 (the data subject has explicitly consented to the proposed transfer, after having been informed of the possible risks of such transfers for the data subject due to the absence of an adequacy decision and appropriate).

**Slido:** Slido is hosted on AWS (Amazon Web Services) infrastructure, located in the EU (Ireland, Germany). Participants’ personal data is not subject to international data transfer. However, in case a participant contacts Slido customer service themselves, technical data of participants may be transferred to Service Providers in third countries under the legal basis Article 50(1)(a) of Regulation (EU) 2018/1725 (the data subject has explicitly consented to the proposed transfer, after having been informed of the possible risks of such transfers for the data subject due to the absence of an adequacy decision and appropriate safeguards). [An overview of the Service Providers and data sent be found here](#).

Swapcard: Data is stored solely on the servers of Amazon, located in the European Union (Ireland). Data will not be transferred outside the European Union as part of our conditions of use of the services. More information about the data transfer policy can be found [here](#)).

## **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.

If you have consented to provide your personal data to the data controller for the present processing operation, 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 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: [DEFIS-B3@ec.europa.eu](mailto:DEFIS-B3@ec.europa.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.

## **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](#).