

## Privacy statement regarding the EIT Stakeholder Forum 2020

This privacy statement provides information relating to the processing of personal data by the European Institute of Innovation and Technology (EIT) while managing the EIT Stakeholder Forum 2020 virtual event in November 2020. The processing of personal data of the data subjects follows the provisions of Regulation (EU) 2018/1725 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<sup>1</sup> (hereinafter “Regulation”).

### What is personal data and what is personal data processing?

**Personal data** shall mean any information relating to an identified or identifiable natural person (“data subject”). An identifiable person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.

**Processing** means any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.

### Who is the controller?

The data controller is the Head of Communications and Stakeholder Relations Unit.

### Who are the data subjects (in particular)?

Stakeholders participating in the EIT Stakeholder Forum 2020 events and online consultations.

### What is the purpose of the personal data processing?

The EIT Stakeholder Forum 2020 includes the following two separate events.

- i. Annual Meeting with the European Commission Services on 11-12 November 2020 with the participation of European Commission staff members;
- ii. Annual EIT Member State Configuration Meeting on 19 November 2020 with the participation of the Member State Configuration representatives.

It also includes three online consultations, from 1 October to 15 November, on the following topics:

- i. EIT Regional Innovation Scheme (EIT RIS) post-2020;
- ii. New EIT Action to support the innovation capacity of Higher Education Institutions (HEIs);
- iii. EIT Community – Open and Inclusive.

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<sup>1</sup> OJ L 295 of 21.11.2018, p. 39-98.

The processing of the personal data is necessary for the following purposes:

- to register participants to the event;
- to ensure the efficient organisation and management of the event, including the management of participation list, invitations, reporting and follow-up activities;
- to track and publish answers (based on consent provided when responding) of stakeholders to the online consultation questionnaires on EU Survey<sup>2</sup>.

**What types of personal data are processed?**

Type of personal data	Who processes the personal data?
Title	EIT, processor <sup>3</sup>
Name	EIT, processor
Contact details (email, phone number)	EIT, processor (phone numbers will be used to contact the participant in case of technical problems during the meeting)
Profession, organisation and position	EIT, processor
Relation with KICs/EIT	EIT, processor
Audio and video recording	EIT, processor

**Who has access to the personal data of data subjects and to whom can they be disclosed?**

**Within the EIT:**

For the purposes indicated above, access to personal data is provided to the EIT Director, the responsible Head of Unit and EIT staff managing the events and online consultations (including the follow-up activities).

Access to the personal data may be granted to the Internal Auditor of the EIT by request if necessary for the performance of the duties of the Internal Auditor.

**Within the Commission and other EU institutions/bodies/agencies:**

Exceptionally, authorised staff of the following EU institutions may have access to relevant personal data for audit control or investigation purposes: Court of Auditors, Internal Audit Service of the European Commission, European Anti-Fraud Office (OLAF).

For the purpose of handling review procedures and litigation, access to the personal data may be granted also to the European Ombudsman, the European Data Protection Supervisor, the General Court and the European Court of Justice to the extent necessary for handling the review procedure and litigation.

<sup>2</sup> EU Survey, an online survey management system for creating and publishing forms available to the public, e.g. user satisfaction surveys and public consultations, which promotes interoperability solutions for European public administrations.

<sup>3</sup> The processors are indicated under point “Who has access to the personal data of data subjects and to whom can they be disclosed?”

### Third parties subject to the GDPR<sup>4</sup> and third parties not subject to the GDPR:

Registration of participants to the Stakeholder Forum 2020 event and the management of the event may be made through different tools, platforms and service providers, such as:

- CECOFORMA S.A., as an external contractor involved in the registration and organisation of the online event, is collecting the data on behalf of the EIT. The written framework contract between the European Commission's Directorate General for Education and Culture (which is signed on behalf of the EIT as well) and CECOFORMA contains several provisions on the protection of personal data. The collection of presentations, audio and video recordings will be coordinated by CECOFORMA acting as event organiser. The privacy statement is available [here](#), and the DPO can be contacted at: [dpo@cecoforma.com](mailto:dpo@cecoforma.com).

### How long do we keep your data?

Reports on the events, including a list of participants, and online consultations will be kept for audit and follow-up purposes for a period of maximum *10 years* after the Forum.

After the above mentioned retention period the data relating to the event required for scientific or historical research purposes, statistical purposes should be kept in an anonymous form.

### What are the rights of the data subject?

In accordance with Articles 15, 17, 18, 19 of the Data Protection Regulation of European Institutions the data subjects have the **right for information**, the **right of access**, the **right of rectification** in case their personal data is not complete or not accurate and the **right to erasure** ("right to be forgotten").

Data subjects have the right to obtain the **erasure** of their personal data in accordance with Article 19 of the Regulation and in particular in the cases when the personal data are no longer necessary in relation to the purposes for which they were collected, if the data subject withdraws its consent, or in case of unlawful processing. This means that data subjects may opt out of the processing of their personal data.

Data subjects have also the **right to restriction** of processing of personal data in accordance with Article 20 of the Regulation, and the **right to object** on grounds listed in Article 23 of the Regulation.

The rights of the data subjects can be exercised from the registration period and until the personal data is retained.

The rights can be exercised by sending a request in a written form to [eit-stakeholder-relations@eit.europa.eu](mailto:eit-stakeholder-relations@eit.europa.eu). As a general rule, the requests for information, access, rectification, erasure restriction are handled without undue delay and in any event within 30 days of receipt of the request. This period may be extended by two further months, where necessary, taking into account the complexity and number of the request(s).

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<sup>4</sup> Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation)

Restrictions to the rights of data subjects may be applied by the EIT, in accordance with Article 25 of the Data Protection Regulation of the European institutions and the EIT internal rules on restrictions<sup>5</sup>.

### **Who should be contacted in case of queries or complaints?**

You have the right of recourse at any time to the EIT's Data Protection Officer ([EIT-DPO@eit.europa.eu](mailto:EIT-DPO@eit.europa.eu)) and to the European Data Protection Supervisor ([EDPS@edps.europa.eu](mailto:EDPS@edps.europa.eu)) or contact the site: <http://www.edps.europa.eu/EDPSWEB/>.

### **Legal basis of the processing operation**

#### **General legal basis**

- Articles 2(10), 5(1)(k), 7(5) and Section IV (3)(f) of Regulation (EC) No 294/2008<sup>6</sup> of 11 March 2008 establishing the European Institute of Innovation and Technology, as amended by Regulation of the European Parliament and of the Council No 1292/2013<sup>7</sup> of 11 December 2013 ("EIT Regulation");
- Decision 1312/2013/EU of the European Parliament and of the Council of 11 December 2013 on the Strategic Innovation Agenda of the European Institute of Innovation and Technology (EIT): the contribution of the EIT to a more innovative Europe<sup>8</sup> ("EIT SIA 2014-2020").

#### **Specific EIT legal basis**

- Decision 27/2019 of the Governing Board of the EIT on the on the adoption of the Final Single Programming Document (2020-2022) of the EIT<sup>9</sup>;
- Framework contract No EAC/27/2015 concluded between the European Commission's Directorate General for Education and Culture (which signed it on behalf of the EIT as well) and CECOFORMA S.A.

### **Grounds for lawfulness**

In line with Article 5(a) of Regulation No. (EU) 2018/1725, the 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 EIT.

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<sup>5</sup> Currently under adoption. The final version will be published at the following link: <https://eit.europa.eu/who-we-are/legal-framework/data-protection>

<sup>6</sup> OJ L 97, 9.4.2008, p. 1-12

<sup>7</sup> OJ L 347, 20.12.2013, p. 174–184

<sup>8</sup> OJ L 347, 20.12.2013, p. 892-923

<sup>9</sup> Ref. Ares(2020)7911528 - 24/12/2019