

**Record of data processing activities regarding the EIT Alumni Connect 2020 event  
of the European Institute of Innovation and Technology**

Nr	Item	Description
1	Reference number	DPO-31
2	Name of the data controller, the data protection officer and processor, if applicable and contact details	<p><b>The data controller</b> is the Head of the Strategy and Impact Unit.</p> <p>Contact e-mail: <a href="mailto:EIT-Alumni@eit.europa.eu">EIT-Alumni@eit.europa.eu</a></p> <p><b>The Data Protection Officer</b> of the EIT is Ms. Nora TOSICS.</p> <p>Contact e-mail: <a href="mailto:EIT-DPO@eit.europa.eu">EIT-DPO@eit.europa.eu</a></p>
3	Purposes of the processing	<p>The processing of the personal data is necessary for the following purposes:</p> <ul style="list-style-type: none"> <li>- To register participants to the event;</li> <li>- To ensure the efficient organisation and management of the event, including the management of participation list, networking activities, invitations, reporting and follow-up activities;</li> <li>- To create awareness and promote the visibility of the events and the activities and successes of the EIT Alumni, particularly by means of media and publications.</li> </ul>
4	Categories of data subjects	Participants as attendees and speakers, mentors, moderators, workshop facilitators of EIT Alumni Connect 2020 event.

5	Categories of the personal data processed	<u>Type of personal data</u>	<u>Category of data subject</u>	<u>Who processes the personal data?</u>
		Name	All types of data subjects	EIT, processors <sup>1</sup>
		Nationality	All types of data subjects	EIT, processors
		Contact details (email address, phone number)	All types of data subjects (phone number: <u>optional</u> for the data subject)	EIT, processors (phone number is used only for the second registration part)
		Profession, organisation and position	All types of data subjects	EIT, processors
		Membership of a KIC or the EIT Alumni	All types of data subjects	EIT, processors
		Website and social media profiles for professional purposes (Facebook, Twitter, LinkedIn, Instagram profiles)	All types of data subjects (but it is <u>optional</u> for the data subject)	Processors (These data are not collected for the registration, but for the purpose of networking during the event.)
		Picture (shared by the data subject)	All types of data subjects (but it is <u>optional</u> for the data subject)	Processors (These data are not collected for the registration, but for the purpose of networking part of the event.)
	Audio and video recording	Speaker, mentor, moderator,	EIT, processors	

<sup>1</sup> The processors are indicated under point “Who has access to the personal data of data subjects and to whom can they be disclosed?”

			workshop facilitator. It is <u>optional</u> for other participants (in case, the participant takes part in the conversation <sup>2</sup> )	
		Short bio	Speaker, mentor, moderator or workshop facilitator. <u>Optional</u> for other participants.	EIT, processors
6	Categories of data recipients	<p><b>Within the EIT:</b></p> <p>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 activities (including the follow-up activities).</p> <p>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.</p> <p><b>Within the Commission and other EU institutions/bodies/agencies:</b></p> <p>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).</p> <p>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 and to the extent necessary for handling the review procedure and litigation.</p>		

<sup>2</sup> E.g. by asking a question.

	<p><b>Third parties subject to the GDPR<sup>3</sup> and third parties not subject to the GDPR:</b></p> <p>For the assessment of applications to participate in the EIT Alumni Connect 2020 event, personal data may be shared with the <a href="#">EIT Alumni Board members</a>.</p> <p>Registration of participants to event and other EIT Alumni activities and the management of the event and other EIT Alumni activities may be made through different tools, platforms and service providers.</p> <p>For example:</p> <ul style="list-style-type: none"> <li>- Webform (registration of participants) is developed by EWORX S.A. acts as an external contractor of the EIT responsible for the maintaining the online registration site. The personal data indicated above are collected, uploaded and stored on its servers based in Europe, consulted, transmitted to the EIT, used and finally erased at the end of the retention period. The written framework contract between the EIT and EWORX contains several provisions on the personal data protection (for more information, please refer to their privacy statement: <a href="https://www.eworx.gr/?i=eworx.en.privacy">https://www.eworx.gr/?i=eworx.en.privacy</a>).</li> <li>- b2match (matchmaking platform) for the networking part of the event, please refer to their specific privacy statement (<a href="https://www.b2match.com/privacy-policy">https://www.b2match.com/privacy-policy</a>);</li> <li>- CECOFORMA S.A., as an external contractor involved in the organisations of the online and offline events, 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 photographs, presentations, audio and video recordings will be coordinated by CECOFORMA acting as event organiser.</li> </ul>
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<sup>3</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)

7	Time limit storage	<p>Reports on the event, including a list of participants, will be kept for audit purposes for a period of five years after the EIT budget is discharged in accordance with the EU Financial Regulation and the EIT Financial Regulation.</p> <p>The other personal data in relation to the event are kept as long as follow-up actions to the event are necessary in view of the purposes of the processing specified above. The relevant data will generally be deleted after one year from the last action in relation to the event.</p> <p>After the above mentioned retention periods the data relating to the event required for scientific or historical research purposes, statistical purposes should be kept in an anonymous form.</p>
8	If applicable, transfers of personal data to a third country or to international organization (if yes, the identification of that third country or international organization and the documentation of suitable safeguards)	NA
9	For more information, including how to exercise rights to access, rectification, object and data portability (where applicable), see the privacy statement:	<p>Please consult the Data Protection page on the EIT's website:</p> <p><a href="https://eit.europa.eu/who-we-are/legal-framework/data-protection">https://eit.europa.eu/who-we-are/legal-framework/data-protection</a></p>

Signature of the data controller  
(Approval is given via a workflow in ARES in place of a handwritten signature)

Annex: Privacy statement