

Record of processing activities on regarding the events and other activities of EIT Alumni of the European Institute of Innovation and Technology		
Nr	Item	Description
1	Reference number	DPO-29
2	Name of the data controller, the data protection officer and processor ¹ , if applicable and contact details	<p>The data controller is the Head of the Strategy and Impact Unit</p> <p>Contact e-mail: EIT-Alumni@eit.europa.eu</p> <p>The Data Protection Officer of EIT is Nora TOSICS</p> <p>Contact e-mail: EIT-DPO@eit.europa.eu</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"> - To register people to the events/activities/meetings mentioned above; - To ensure the efficient organisation and management of the events/activities/meetings, including the management of participation list, invitations, reporting and follow-up activities; - 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.

¹ For the contact details of the processors, see point 6 of this record.

4	Categories of data subjects	Event or activity	Networking	Online challenges and hackathons	Physical hackathons such as the EIT Alumni Startup Days	Online and offline trainings	Online and offline Workshops	Alumni Board meetings (online and offline)	Publications*
		Data subject	Participants as attendees and/or speaker, mentor, jury member, moderator, workshop facilitator, etc.	Participants as attendees and/or idea/solution holders or jury members	Participants as attendees and/or idea/solution holders or jury members	Participants as attendees and/or as trainers	Participants as attendee and/or trainers	Members of the Board, participants invited by the Board (e.g. nominees, observers, other participants)	Participants of events and activities

*The EIT may publish reports and other publications related to the Alumni Community in order to fulfill the purposes specified below. Such activity may also include publications in the social media accounts of EIT Alumni.

5	Categories of the personal data processed	<u>Personal data</u>	<u>Event or activity</u>						
			<u>Networking</u>	<u>Online challenges and hackathons</u>	<u>Physical hackathon such as the EIT Alumni Startup Days</u>	<u>Online (e.g. webinar) and offline training</u>	<u>Online and offline workshop</u>	<u>Alumni Board meetings (online and offline)</u>	<u>Publications</u>
		<u>Name</u>	Yes	Yes	Yes	Yes	Yes	Yes	Yes
		<u>Email address</u>	Yes	Yes	Yes	Yes	Yes	Yes	Yes
		<u>Country of residence</u>	Yes	Yes	Yes	Optional	Optional	Yes	Yes
		<u>Membership of a KIC or the EIT Alumni</u>	Yes	Yes	Yes	Yes	Yes	Yes	Yes
		<u>IP address</u>	No	Yes	No	Online: Yes Offline: No	Online: Yes: Offline: No	Online: Yes Offline: No	No
		<u>Phone number</u>	Optional for the data subject	Optional for the data subject	Optional for the data subject	Optional for the data subject	Optional for the data subject	Optional for the data subject	No
		<u>Picture (shared by the data subject)</u>	Optional for the data subject	Optional for the data subject	Optional for the data subject	Online: Optional for the data subject Offline: No	Online: Optional for the data subject Offline: No	Optional for the data subject	Yes
		<u>Photo (taken and managed by the EIT)</u>	Optional for the data subject	No	Yes	Trainers: Yes Other data subjects:	Trainers: Yes Other participants: Optional	Yes	Yes

					Optional			
	<u>Audio and Video recording</u>	Optional for the data subject	No	Yes	Trainers: Yes Other data subjects: Optional	Trainers: Yes Other data subjects: Optional	No	Yes
	<u>Short Bio</u>	Trainers, etc.: yes; other participants: no	Trainers, etc.: yes; other participants: no	Trainers, etc.: yes; other participants: no	Online+ trainers: yes Offline: no	Yes	Yes	Yes
<p>Futher explanations:</p> <p>`Optional for the data subject` means that during the registration or later, the data subject can freely give his/her explicit consent to process his/her personal data.</p> <p>In addition to the above, participants at the offline events may be given the opportunity to indicate individual requirements e.g. those pertaining to diet, mobility and attendance at specific EIT Alumni events.</p>								
6	Categories of data recipients	<p>Within the EIT:</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/Head of Internal Audit Capability of the EIT by request if necessary for the performance of the duties of the Internal Auditor.</p> <p>Within the Commission and other EU institutions/bodies/agencies:</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, Joint Research Centre 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 upon request and to the extent necessary for handling the review procedure and litigation.</p> <p>Third parties subject to the GDPR² and third parties not subject to the GDPR:</p> <p>Registrations of participants to events 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"> - EWORX S.A. (registration of participants) is an external contractor of the EIT responsible for providing digital services for EIT on the EIT Alumni events and activities. The written framework contract between the EIT and EWORX S.A. contains several provisions on personal data protection, in accordance with the model of the European Commission (DG Budget). - Eventornado provides the platform/tool for running the online hackathon/challenge together with supporting services. By providing the tool/platform the contractor supports the EIT Alumni in organisation of the online hackathon/challenge. See their privacy statement here: https://eventornado.com/privacy-policy. - Webinars or online trainings can be made via IT platforms, e.g. Microsoft Teams etc. Please refer to their specific privacy statements.
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² 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, OJ L 119, 4.5.2016, p. 1–88)

		<ul style="list-style-type: none"> - INOVA+ INOVATION SERVICES S.A., as an external contractor involved in support and development of the EIT Alumni Community has access to personal data, provided by EIT. The written contract between EIT and INOVA+ INOVATION SERVICES SA contains provisions on the protection of personal data. - 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 conference organiser.
7	Time limit storage	<p>Personal data relating to EIT Alumni events and activities: 5 years, with the exception for the rejected applications to participate in the events for which the retention period is 6 months after the event ends.</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	NA

	safeguards)	
9	General description of the technical and organisational security measures	<p>Organisational measures: access to personal data is restricted to EIT staff from Strategy and Impact Unit.</p> <p>Technical measures: Electronic data is stored on EIT network drive and is only accessible to the staff mentioned in the previous paragraph.</p>
10	For more information, including how to exercise rights to access, rectification, object and data portability (where applicable):	<p>Please see the privacy statement annexed to the record.</p> <p>Please consult the Data Protection page on the EIT’s website: https://eit.europa.eu/who-we-are/legal-framework/data-protection</p>

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

Annex: Privacy statement