



EUROPEAN COMMISSION

**PRIVACY STATEMENT FOR THE CONFERENCE ON THE RIGHT TO DISCONNECT AND
TELEWORK ORGANISED BY THE EUROPEAN COMMISSION AND THE EUROPEAN
PARLIAMENT**

PROTECTION OF YOUR PERSONAL DATA

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

Processing operation: Conference on the right to disconnect and telework, 15 March 2022

Data Controller: European Commission, *Employment, Social Affairs and Inclusion*

Record reference: *Corporate Record 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 Conference on the right to disconnect and telework. 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 processing operation the Conference on the right to disconnect and telework, undertaken by *Employment, Social Affairs and Inclusion* of the European Commission, is presented below.

2. Why and how do we process your personal data?

Purpose of the processing operation: *Employment, Social Affairs and Inclusion* collects and further processes your personal data to provide you with information about the Conference on the right to disconnect and telework (before, during and after) and to process your application for participation in that Conference on the right to disconnect and telework.

Live web-streaming and audio-visual recording of the speakers, organisers and participants, as well as photographs of the speakers and panoramic photographs of participants and organisers will be taken and published in the context of the Conference on the right to disconnect and telework on its dedicated event webpage.

Participants that do not wish to be part of the above web-streaming and recording/publishing activities have the possibility to object to processing. They can inform us by email about their decision by email (conference@right2disconnect.eu) with the subject "no consent to photograph" at least one day prior to the event.

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

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 Conference on the right to disconnect and telework (including web-streaming, photos, audio-visual recording) are necessary for the management and functioning of the Commission, as mandated by the Treaties. Those provisions are in particular, The Communication from the Commission to the European Parliament, The Council, The European Economic and Social Committee and the Committee of the Regions on the Digital Education Action Plan COM/2018/022 final (Action 2) and 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 Conference on the right to disconnect and telework 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 sharing of the Conference on the right to disconnect and telework participants list containing your name and affiliation **with other participants from the EU, EEA, third countries or international organisations** in order to create working groups to continue the collaboration work launched during the meeting/event;
- the publication of your personal data contained in minutes, reports, powerpoint presentations or relevant documentation used during meetings **on a publicly available website or printed** to illustrate communication material, photo albums and/or videos.
- the processing of your personal data for inviting you to future events DG EMPL and the EP may organise;
- the processing of your personal data relating to your dietary requirements and/or access requirements;

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) on the online registration form.

Your consent for these services can be withdrawn at any time by sending us an email to conference@right2disconnect.eu with the subject "withdraw consent".

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

The following personal data will be processed:

- contact details (title, first name, last name, name of organisation, function, city, country, e-mail address, telephone number);
- nationality, date of birth, passport or identity card number to obtain access to the premises where the meeting/event is held;
- dietary requests or special requirements (if any);
- photographs/pictures of groups of participants and organizers could be taken and published in the context of the event and in the framework of the DG EMPL and the EP activities;
- live web streaming and/or audio and video recording of speakers and participants can be registered and published and/or shared in the framework of the DG EMPL and the EP activities.
- as this is a hybrid event, the data protection records for the Interactio platform apply.

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 is processed, please find below the retention details and the reference to the relevant record of processing:

- All personal data related to the organisation and management of Conference on the right to disconnect and telework (this includes the information given during the registration, before, during or after the event) will be deleted **five years** after the last action in relation to the Conference on the right to disconnect and telework.
- Sensitive personal data relating to dietary and/or access requirements will be deleted as soon as they are no longer necessary for the purpose for which they have been collected in the framework of the Conference on the right to disconnect and telework but no later than within **1 month** after the end of the Conference.
- Recordings from the web-streamed Conference on the right to disconnect and telework 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).
- In case of audio-visual recording of the Conference on the right to disconnect and telework, the recordings will be kept for **3 months** after the Conference on the right to disconnect and telework before being deleted. More information is available in the Record of Processing DPR-EC-01937 (Audio-visual recording of meetings).
- Personal data shared with the Directorate-General for Human Resources and Security of the European Commission for the participants to gain access to Commission and the European Parliament buildings is kept for **6 months** after the termination of the link between the data subject and the Commission. More information is available in the Record of Processing DPR-EC-00655 (Commission Physical Access Control System (PACS)).
- Personal data shared with the controller for future mailing purposes (e.g., for receiving newsletters or invitations to similar events) are processed in line with the Record of Processing on Management of subscriptions.
- Selected service providers for organisational purposes (such as caterers, travel agents or event management organisations) are contractually bound to process personal data on behalf of and in line with the instructions of the data controller, keep confidential any data they process and protect it from unauthorised access, use and retention.

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 either 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.

The Commission's contractors are bound by a specific contractual clause for any processing operations of your personal data on behalf of the Commission, and by the confidentiality obligations deriving from the General Data Protection Regulation ('GDPR' - [Regulation \(EU\) 2016/679](#)).

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.

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.

Where necessary, we may also share your information with service providers for the purposes of organising the Conference on the right to disconnect and telework:

- Service provider: The company TIPIK <https://www.tipik.eu/contact/> is supporting the organisation of the Conference on the right to disconnect and telework and your information may be shared with the service provider for the purposes of organising the event. See Heading 6 above for conditions ensuring safety of the personal data.
- Catering service provider Compass Belgilux <https://www.compass-group.be/> is authorized at the European Parliament premises your information may be shared with the service provider for the purposes of providing adequate catering. See Heading 6 above for conditions ensuring safety of the personal data.

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 **website** of the Conference on the right to disconnect and telework uses cookies to improve your experience while you navigate through the website. Out of these, the cookies that are categorized as necessary are stored on your browser as they are essential for the working of basic functionalities of the website. We also use third-party cookies that help us analyze and understand how you use this website. These cookies will be stored in your browser only with your consent. You also have the option to opt-out of these cookies. But opting out of some of these cookies may affect your browsing experience.

Essential cookies are absolutely necessary for the website to function properly. These cookies ensure basic functionalities and security features of the website, anonymously.

Cookie	Duration	Description
cookielawinfo-checkbox-analytics	11 months	This cookie is set by GDPR Cookie Consent plugin. The cookie is used to store the user consent for the cookies in the category "Analytics".
cookielawinfo-	11 months	The cookie is set by GDPR cookie consent to

Cookie	Duration	Description
checkbox-functional		record the user consent for the cookies in the category "Functional".
cookielaawinfo-checkbox-necessary	11 months	This cookie is set by GDPR Cookie Consent plugin. The cookies is used to store the user consent for the cookies in the category "Necessary".
cookielaawinfo-checkbox-others	11 months	This cookie is set by GDPR Cookie Consent plugin. The cookie is used to store the user consent for the cookies in the category "Other".
cookielaawinfo-checkbox-performance	11 months	This cookie is set by GDPR Cookie Consent plugin. The cookie is used to store the user consent for the cookies in the category "Performance".
viewed_cookie_policy	11 months	The cookie is set by the GDPR Cookie Consent plugin and is used to store whether or not user has consented to the use of cookies. It does not store any personal data.

The other cookies are used on the website:

- Functional cookies help to perform certain functionalities like sharing the content of the website on social media platforms, collect feedbacks, and other third-party features.
- Performance cookies are used to understand and analyze the key performance indexes of the website which helps in delivering a better user experience for the visitors.
- Analytical cookies are used to understand how visitors interact with the website. These cookies help provide information on metrics the number of visitors, bounce rate, traffic source, etc.
- Other uncategorized cookies are those that are being analyzed and have not been classified into a category as yet.

You can easily disable these cookies as you wish when visiting the website

On the **registration site** of the Conference on the right to disconnect and telework, only essential cookies are used. The cookies stored don't collect or track personal data. The cookies are encrypted and have a secure flag associated. The cookies only last for the time spent on the registration website, after the finalisation of the registration process the cookies are destroyed.

Third party IT tools, including Social Media

We use third party IT tools to inform about and promote the Conference on the right to disconnect and telework 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 can 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 read the relevant privacy policies of the social media tools carefully before using them. 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.

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.

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.

The European Commission will ensure that the data subjects can exercise their right to object to processing whenever possible by the organisers of the event (for example, ex-post, by deleting a specific sequence from the online video/voice recording).

Under Heading 3, a part of the processing is lawful, because it is based on consent of the data subjects (Article 5(1)(d) of Regulation (EU) 2018/1725). You have consented to provide your personal data to the data controller for that processing operation. You will be able to withdraw your consent at any time by notifying the data controller as indicated in Heading 3. 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, whose contact details are:

European Commission

Directorate-General for Employment, Social Affairs and Inclusion

Directorate B-Jobs and Skills

Unit B1-Future of Work, Youth employment

Rue Joseph II 27

1049 Brussels

Belgium

- The Data Protection Officer (DPO) of the Commission

You may contact the Data Protection Officer (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) 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