



## **PROTECTION OF YOUR PERSONAL DATA**

**Processing operation:** Processing of personal data linked to meetings and events

High Level Rural Policy Forum: Shaping the future of rural areas

**Data Controller:** Directorate General Agriculture and Rural Development, Directorate D – CAP Strategic Plans II, Unit D1 – Rural Areas and networks

**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 Rural Policy Forum, organised by DG AGRI, unit D1 Rural Areas and Networks (hereafter AGRI D.1) in close cooperation with its contractor AEIDL, known as the Rural Pact Support Office (hereafter RPSO). 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 the Rural Policy Forum, organised by AGRI D.1, is presented below.

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

Purpose of the processing operation: AGRI D.1 collects and further processes your personal data to provide you with information about the Rural policy forum organised under the activities of Long-term vision for rural areas (before, during and after) and to process your application for participation in that event.

Audio-visual recording of the speakers, organisers and participants, as well as photographs of the speakers and photographs of participants and organisers will be taken and published in the context of the Long-Term Vision for Rural Areas project at [www.rural-vision.europa.eu](http://www.rural-vision.europa.eu). Selected images and audio/visual recordings may also be used for the promotion of the event on the social media accounts of the Commission's contractor.

The audience or non-speaker participants are not photographed individually or in groups unless they have specifically consented to be photographed. They may however appear on panoramic photographs of the whole event/audience.

Participants that do not wish to be part of the above recording/publishing activities have the possibility to withdraw their consent or object to processing by sending an e-mail to [ec-vision-rural-areas@ec.europa.eu](mailto:ec-vision-rural-areas@ec.europa.eu). Dedicated seating will also be provided at the event, on demand, for those not wishing to be included in photographs or recordings. The use of different colour on attendance badges will also highlight participants who have consented to be photographed to the staff in charge of such operations.

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 meeting or event (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, Article 11 of the Treaty on European Union and Article 15 of the Treaty on the Functioning of the European Union. This event is also part of

the implementation of the European Commission's Communication "A long-term Vision for the EU's Rural Areas – Towards stronger, connected, resilient and prosperous rural areas by 2040" (COM(2021) 345).

Consequently, the processing of the data of individuals essential to the good outcome of the event (such as organisers, authorities and speakers, once they have agreed to take on the role) 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 any contracted participant or staff 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).

The processing of personal data of all other individuals is based on consent. Your consent is required for the following actions during the Rural Policy Forum:

- the processing of your personal data to manage your participation to the event, including your participation to different parts of the event (such as field trips, visits, sessions and panels) and the processing necessary to allow you access to the event premises. This is the minimum consent necessary to allow you to participate to the event;
- the processing of your personal data relating to your dietary requirements and/or access requirements, if you have any;
- the sharing of the meeting or event participants list containing your name and affiliation with other participants for networking and collaboration purposes;
- the taking and processing of photographs and audio/visual recordings which include you;
- the arrangement of your travels, if you are eligible.

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 contacting the data controller, AGRI D.1, at [ec-vision-rural-areas@ec.europa.eu](mailto:ec-vision-rural-areas@ec.europa.eu).

Please note that the webstreaming of the event as a whole will be carried out on the basis of public interest. If you do not wish to be included in this webstreaming, you will be able remain in designated seating areas that will not be part of the streaming. You should not intervene in the event if you do not wish to become part of the webstreaming and/or recording.

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

The following personal data is processed in the context of the Rural Policy Forum:

- contact details (function/title, first name, last name, name of organisation, city, country, e-mail address, telephone number);

- nationality, passport or identity card number and its date of issue and expiry date may be collected, so that the data subjects may obtain access to the premises where the meeting/event is held;
- first name, last name, e-mail address, date of birth, country & city of departure / preferred route, so that subjects may see their travel and accommodation arranged by the contractor AMEX reimbursed, if applicable;
- financial information (such as a payment card number or bank account) may be collected for the payment of fees of the meeting/event or for possible reimbursements;
- dietary requests or specific access requirements, (if any).
- Audio-visual recordings and pictures of you may be taken during the event, if you have consented to this.

#### 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 meeting or event (this includes the information given during the registration, before, during or after the event) will be kept for **5 years** after the meeting or event.
- 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 meeting or event, but no later than within **1 month** after the end of the meeting or event.
- Recordings and photographs from the event will be kept for **a maximum of 2 years**. Selected files may be retained for permanent preservation in the Commission archives. Selected files may also be published on social media. You can at any point revoke your consent or oppose the publication of files which include you by contacting the controller, AGRI D.1, at [ec-vision-rural-areas@ec.europa.eu](mailto:ec-vision-rural-areas@ec.europa.eu).

#### 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 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.

The service providers (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.

## **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 our processors for the purposes of organising the event. Our processors for this event are:

- Rural Pact Support Office, Association Européenne pour l'Information sur le Développement Local (AEIDL) - Chaussée Saint-Pierre 260, 1040 Brussels, Belgium;
- AMEX, Global Business Travel SPRL/Bvba, Avenue des Arts 19D, 1000 Brussels, Belgium.

The Spanish Ministry of Agriculture Fisheries and Food (P<sup>o</sup> Infanta Isabel, 1 28014 Madrid (España)) will be a recipient of information regarding public figures attending this event, in order to enable them to organise the ministerial lunch as planned in the event programme. The processing of the data for the organization of the ministerial lunch will be carried out under the sole responsibility of the Spanish Ministry of Agriculture Fisheries and Food as a separate processing operation. You can object to the transmission of your personal data to this recipient by contacting AGRI D.1 at [ec-vision-rural-areas@ec.europa.eu](mailto:ec-vision-rural-areas@ec.europa.eu).

Other entities may receive aggregated data related to the organisation of this event; no personal data will be included in those transfers. You may be asked to explicitly consent to the sharing of your data with those entities at a later stage, if necessary for the organisation of the event. If such sharing of personal data becomes necessary, we will provide you with more details before asking for your consent to the transfer.

## **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 cookies employed by the Commission on the registrant’s device when accessing a Commission website are covered by the cookie policy of the Commission, which is available here: [https://ec.europa.eu/info/cookies\\_en](https://ec.europa.eu/info/cookies_en).

When you visit the website(s) of the event, we will indicate in the specific privacy statement how long we will keep the browser history of your visit. This information will then be deleted. The collection, aggregation and anonymising operations are performed in the data centre of the European Commission under adequate security measures.

Enabling these cookies is not strictly necessary for the 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 meeting/event website may not work as intended.

The cookie-related information is not used to identify data subjects personally and the pattern data is fully under the Commission's control. 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 Rural Policy Forum through widely used communication channels, including the social media.

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. 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.

AGRI.D1 will ensure that the data subjects can exercise their right to object to processing whenever possible (for example, on the spot by indicating a non-web streamed seat if requested; or ex-post, by deleting a specific sequence from the online video/voice recording).

As a non-speaker participant, 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 AGRI.D1 by email at [ec-vision-rural-areas@ec.europa.eu](mailto:ec-vision-rural-areas@ec.europa.eu).

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, AGRI D.1, at [ec-vision-rural-areas@ec.europa.eu](mailto:ec-vision-rural-areas@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.