



Privacy Statement¹

Information on the protection of your personal data

ConSIMium – Outreach activities, visits and events – Ref. 121R

1. Who is responsible for the handling of your personal data at the General Secretariat of the Council (GSC)?

Head of Outreach and Engagement Unit COMM 2A

Directorate-General for Communication and Information

outreach@consilium.europa.eu

2. Contact details of the GSC's Data Protection Officer.

Data Protection Officer

data.protection@consilium.europa.eu

3. What categories of personal data do we handle?

- Surname, first name, country of residence, nationality, date of birth, e-mail address, telephone number, ID/passport number and expiry date, address, dietary requirements, institution/organisation the person represents (where applicable) and the profession (where applicable).
- Furthermore, in the context of the programme, we will provide you with your travel itinerary and accommodation booking, therefore, we will process data related to your travel arrangements.
- The data required for using Zoom is processed following the principles outlined in record 319R: "Use of the Zoom videoconference platform for press and outreach activities at the Council of the European Union".
- Photos and videos may be taken for outreach purposes and are processed following the principles outlined in record 300R "Processing of images and videos for outreach purposes".

¹ Your personal data are handled in accordance with Regulation (EU) 2018/1725.



4. For what purpose do we handle your personal data?

The personal data is collected to enable the Outreach and Engagement Unit to promote, organise, or illustrate the ConSIMium event, including accreditation giving access to Council premises. Also, data is collected to make practical and logistical arrangements such as travelling and accommodation. Since you will participate in the programme as the member of a team - and not as an individual – your data is processed to put you in contact with the other members of your national team and your national coordinator(s). This allows - among others - your participation in the programme, preparation before and during the simulation, arranging travel and accommodation to/from and in Brussels, meetings with other teams and/or your national representations.

Furthermore, participants can give their explicit consent for keeping contact with the Outreach and Engagement Unit after the event by ticking a box on a consent form. In this case, the Outreach and Engagement Unit collects data to:

- occasionally asking for feedback about our products and services and use this to improve our offering;
- proposing other products or services and/or provide information that may be of interest to the data subject.

When keeping contact with external audiences, the management of personal data is powered by Odoo, a provider of a cloud solution.

Photos and videos may be taken for outreach purposes and are processed following the principles outlined in record **300R**: "Processing of images and videos for outreach purposes".

5. What is the legal basis for the handling of your personal data?

The legal basis for handling personal data is:

- Public interest:
For external participants in outreach activities – on site and virtual – the handling of personal data is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the GSC. "Public interest" includes the processing operations needed for the management and functioning of the European institutions (Article 5(1)(a) of Regulation (EU) 2018/1725).
- Consent:
Personal data enabling the Outreach and Engagement Unit to keep in contact with external audiences is collected on the basis of consent (Article 5(1)(d) of Regulation (EU) 2018/1725).



6. If the legal basis is consent, you can withdraw it by:

Informing the Outreach Unit via email: outreach@consilium.europa.eu

7. If the legal basis is a contract, are you obliged to provide us with your personal data and what are the consequences of not doing so?

Not applicable.

8. If we did not receive the personal data directly from you for this purpose, how did we obtain it?

When a Council event is organised in collaboration with an external partner, it is the latter that collects the participants' personal data and forwards them to the Outreach and Engagement Unit.

9. Who are the recipients of your personal data?

The Outreach Unit - event organisers and accreditation department

The personal data is communicated to the person(s) responsible for organising this event within the Outreach and Engagement Unit and to the department responsible for accrediting the event participants.

GOPA Com. S.A.

Furthermore, personal data is communicated to the processor in charge for practical and logistical arrangements, e.g. travelling and accommodation (GOPA Com. S.A. Woluwe Gate 2 Boulevard de la Woluwe, 1150 Brussels, Belgium).

National coordinators and team members

Your email address and full name will be shared with your national coordinator(s) and other members of your team to allow your participation in the programme as a national team, your preparation before, during and after the simulation, and to facilitate the communication with the GSC that will use the national coordinators as the principal point of contact for the simulation. Also, we will share your travel and accommodation arrangements with your national coordinator(s) to allow for all the logistical support needed before, during, and after your travel



to/from and stay in Brussels.

This is necessary because no logistical support during your travel and stay is provided either by the GSC or travel agency.

External communication personnel

The data is also communicated to the GSC person(s) in charge of keeping in contact with external audiences. Furthermore, Odoo may be required to access the data to perform troubleshooting. The data will not be used for any other reason.

GSC departments related to media

As regards photos and videos, the members of the Outreach and Engagement Unit have access to the data, as described in record 300R: "Processing of images and videos for outreach purposes". Depending on how the photograph/video is used, data may be shared with other relevant GSC departments:

- the Digital Communication Unit
- the Media Operations Unit
- the Graphics and Publications Unit

10. Will your personal data be transferred to a third country or an international organisation? If so, what safeguards are in place, if any?

For virtual outreach activities, although the GSC has configured its Zoom account to restrict the routing of Zoom meetings to data centres located in the EU, under its terms of use Zoom may transfer data to or store data in the United States or other countries around the world. Further information on the transfers and related safeguards is outlined in Record **319R**, "Use of the Zoom videoconference platform for press and outreach activities at the Council of the European Union", provides further information on the transfers and related safeguards.

The main server of the tool enabling the management of contacts with external audiences (Odoo) is located in the EU (France, Belgium and the Netherlands), with a backup in Canada. The transfer to Canada is covered by an adequacy decision. Contractual clauses and further information on the measures ensuring the security of data can be found on the following website:
<https://www.odoo.com/privacy>



11. For how long will we keep your personal data?

The personal data of persons participating in this ConSIMium event are kept for one year from the event date. On expiry of this period, it is rendered anonymous and only data such as the nationality, age and occupation of the event participants is retained for statistical purposes.

ConSIMium participants who gave their consent for their data to be processed but no longer wish to be contacted by the Outreach unit can unsubscribe from the mailing list at any time via a provided link available in each message. Data will then be removed or anonymised.

In case a contact is inactive during 5 years, this contact will be anonymized. Data such as nationality, profession, age and data relating to interests and needs will be kept for statistical purposes.

In cases where the data, such as photos or videos, is used by other GSC departments, those departments (see point 9) are then bound by the retention periods which have been established for their respective processing activities.

12. Does the handling of your personal data involve automated decision-making, including profiling? What are the consequences for you?

Not applicable.

13. What are your rights² and how can you exercise them?

You have the right of information and the right of access to your personal data.

You also have the right to correct and complete your data.

Under certain circumstances, you may have the right to obtain the erasure of your personal data, or the right to object to the handling of your personal data or to ask for it to be restricted.

You can exercise these rights by sending an email to the person responsible for the handling of your personal data (see point 1), with the Data Protection Officer (see point 2) in copy.

Together with your request, you must provide a copy of an identification document to confirm your identity (ID card or passport). This document should contain an identification number, country of issue, period of validity, your name, your address and your date of birth. Any other data contained in the copy of the identification document such as a photo or any personal characteristics may be blacked out.

² Articles 17 to 22 of Regulation (EU) 2018/1725.



14. Could your rights be restricted under Art. 25 of the Regulation (EU) 2018/1725?

Not applicable.

15. You have the right to lodge a complaint with the European Data Protection Supervisor

edps@edps.europa.eu

Before you do so, it is recommended that you first try to obtain a remedy by contacting the person responsible for the handling of your personal data at the GSC (see point 1) and/or the Data Protection Officer (see point 2).
