



2020 WORKSHOP ON DATA PROTECTION WITHIN INTERNATIONAL ORGANISATIONS

(8-9 OCTOBER 2020)

DATA PROTECTION NOTICE

1. The European Data Protection Supervisor (EDPS) processes your personal data to organise and manage the 2020 Workshop on Data Protection within International Organisations, which will be held remotely via Webex on 8-9 October 2020. The EDPS processes your personal data based on [Regulation \(EU\) 2018/1725](#) (“the Regulation”). The following information is provided as established in Articles 15 and 16 of the Regulation.

Who is the controller?

2. The EDPS is the controller with regard to the data processing activities described in this data protection notice.
3. For more information on the EDPS, please consult the EDPS website <https://edps.europa.eu>.

What personal data do we process, for what purpose, who can access it and how long do we keep them?

4. For this meeting, the EDPS will use Webex, which is part of the European Parliament’s IT infrastructure on which the EDPS depends. We will record on video speakers’ presentations and their answers to participants’ questions. When asking questions, participants can either use video and/or audio or send their questions using the chat function. If they choose to ask questions using video and/or audio, participants will be recorded accordingly. If they choose to use the chat function, no audio or video of the participants will be recorded. We will also keep an anonymised transcript of the messages in the chat with the purpose of answering pending questions and improving our presentations and training material.
5. Personal data will be processed for the following purposes: handling invitations and participation requests; reporting on the event and event follow-ups, such as sharing presentations among participants and information on future similar events.
6. The EDPS processes the following personal data for participants: contact details: name, organisation, e-mail address, as well as and messages in the chat, and video and audio of

participants if they decide to take the floor. For speakers the EDPS processes the above personal data, as well as video and audio of their presentations and replies to questions.

7. Your contact details can be accessed by the IO workshop organisation team, and other event material can be accessed by the IO workshop organisation team, staff members of the Information and communications team and IT support.
8. The EDPS will keep the event material, including an anonymised transcript of the chat, for ten years, with the exception of video and audio, which will be kept for a maximum of two years after the event.

Why do we process your personal data and under what legal basis?

9. The processing of your personal data by the EDPS for organising this event is lawful since it is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the EDPS (see Article 5(1)(a) of the Regulation). The applicable legal basis is Article 51 of the Regulation, which stipulates *inter alia* that the EDPS shall take appropriate steps to develop international cooperation mechanisms to facilitate the effective enforcement of legislation for the protection of personal data, engage relevant stakeholders in discussions and activities aimed at furthering international cooperation in the enforcement of legislation for the protection of personal data, and promote the exchange and documentation of personal data protection legislation and practice.
10. Based on your consent (see Article 5(1)(d) of the Regulation), the EDPS will keep your contact details in order to invite you to future similar events. Based on your consent, these data may also be shared among the participants of the event for networking purposes. Based on your consent, the EDPS may process your personal data for event follow-ups, such as sharing presentations among participants. Recording of participants will only take place based on consent, i.e. when they choose to switch on video and/or audio.
11. Unless you consent to the EDPS keeping your contact details for any of the purposes mentioned in paragraphs 4 and 5, the EDPS will delete them at the latest ten working days after the last event follow-up.

What are your rights regarding your personal data?

12. You have the right of access to your personal data and to relevant information concerning how we use it. You have the right to rectify your personal data. Under certain conditions, you have the right to ask that we delete your personal data or restrict its use. You have the right to object to our processing of your personal data, on grounds relating to your particular situation, at any time. We will consider your request, take a decision and communicate it to you. For more information, please see Articles 14 to 21, 23 and 24 of the Regulation.
13. You can send your request to the EDPS by post in a sealed envelope or use our contact form on the EDPS website (see section on contact details [below](#)).

How to withdraw your consent and the consequences of doing this?

14. As to the use of your contact details for the EDPS to invite you to similar events, if you want us to delete them from our internal repositories after the management of the event or later, please contact the EDPS and we will do it at the latest ten working days after your request or after the last event follow-up.
15. If you have already provided your consent sharing your contact details or presentations among the participants in the event and you decide to withdraw your consent, you can contact us. We will do what is technically and organisationally possible to fulfil your request as soon as possible.
16. Please note that withdrawing your consent does not affect the lawfulness of any processing based on your consent before your consent is withdrawn.

You have the right to lodge a complaint

17. If you have any remarks or complaints regarding the way we process your personal data, we invite you to contact the EDPS DPO (see section on contact details [below](#))
18. You have, in any case, the right to lodge a complaint with the EDPS as a supervisory authority: https://edps.europa.eu/data-protection/our-role-supervisor/complaints_en.

Contact details for enquiries regarding your personal data

19. We encourage you to contact us using the EDPS contact form, selecting 'My personal data' as the relevant subject: <https://edps.europa.eu/node/759>
20. If you wish to contact the EDPS DPO personally, you can send an e-mail to EDPS-DPO@edps.europa.eu or a letter to the EDPS postal address marked for the attention of the EDPS DPO.
21. EDPS postal address: European Data Protection Supervisor, Rue Wiertz 60, B-1047 Brussels, Belgium
22. You can also find contact information on the EDPS website: https://edps.europa.eu/about-edps/contact_en.