



EDPS  
EUROPEAN DATA PROTECTION SUPERVISOR

## 74TH MEETING OF THE INTERNATIONAL WORKING GROUP OF DATA PROTECTION IN TECHNOLOGY (IWGDPT)

18-19 NOVEMBER 2024

BRUSSELS

### DATA PROTECTION NOTICE

We provide you with this information notice in order to inform you on the processing of your personal data regarding the organisation by the EDPS of the 74<sup>th</sup> meeting of the International Working Group on Data Protection in Technology (IWGDPT) on 18-19 November 2024 in Brussels (hereinafter, “the meeting”). The meeting will take place in the European Parliament Zweig Visitor Center, Rue d’Ardenne, 1000 Bruxelles.

We process your personal data based on [Regulation \(EU\) 2018/1725](#) (hereinafter “the Regulation”).

We provide you with the information that follows based on Articles 15 of the Regulation.

#### Who is the controller?

The **EDPS** is the controller for the organisation and management of the meeting, including the event dinner and the social activity, and the possible sharing of participants’ photos on EDPS social media.

#### 1) EDPS

Postal address: Rue Wiertz 60, B-1047 Brussels

Office address: Rue Montoyer 30, B-1000 Brussels

Telephone: +32 2 283 19 00

Email: [edps@edps.europa.eu](mailto:edps@edps.europa.eu)

Delegated controller: Technology and Privacy Unit ([tech-privacy@edps.europa.eu](mailto:tech-privacy@edps.europa.eu))

For enquiries on processing of personal data to be preferably use the dedicated [contact form](#).

For more information on the EDPS please consult our [website](#).

2) The **German Federal Commissioner for Data Protection and Freedom of Information (BFDI)**, which hosts the IWGDPT Secretariat, receives a copy of the meeting registration information (see below), acting as a separate controller.

3) The **European Parliament (EP)** is a separate controller regarding the processing of personal data for access control and identification in order to access the EP building.

EP DG SAFE - Directorate-General for Security and Safety - Access and Visitors Unit

[SAFE.AccesSecuriteBxl@europarl.europa.eu](mailto:SAFE.AccesSecuriteBxl@europarl.europa.eu)

For more information, please refer to the:

- [EP record](#)
- [EP data protection notice](#)

Contact for enquiries: [EP DPO](#) ; [data-protection@europarl.europa.eu](mailto:data-protection@europarl.europa.eu).

## **What personal data do we process and who has access to this personal data?**

### Personal data processed by the EDPS

The EDPS processes the following categories of personal data collected via a dedicated registration form (mandatory fields are indicated with an \*):

- name \*
- e-mail address \*
- organisation \*
- participation in the social and cultural activity
- participation in the informal gathering at the eve of the event
- participation in the official dinner of the event and menu choice
- food preferences

The EDPS may take also photos of participants on the basis of consent.

These data are accessed by EDPS staff tasked with the organisation of the event and of EDPS communication. The data in the registration form are also accessed by the BfDI as Secretariat of the IWGDPT, as a separate controller.

### Personal data processed by the EP

The EP processes the following categories of personal data via the VPASS application,;

- title of the visit
- date of visit (start and end date)
- first name
- last name
- date of birth
- nationality
- document type
- passport/id number
- document expiry date
- email address
- visitor type
- organisation/company

The EDPS will only introduce in the VPASS system your first and last name and email address. Participants will then receive an automatic email from the VPASS application, requesting to fill in a separate online form to provide the other data necessary for the accreditation. The EDPS does not have access to these data.

On the day of their visit, visitors will collect their badges:

- Either at an accreditation desk where accreditation officers will check an identity document presented and manually print an access badge;
- Or at an interactive kiosk placed at visitor entrances on all three sites. At the kiosks, visitors scan their identity document (ID card or passport) where the above-mentioned data is extracted from the machine-readable passport (MRZ) of the document.

During badge collection at the interactive kiosks or at the accreditation desk, the data processed are:

- first and last name
- date of birth
- nationality
- ID document type
- ID document number
- ID document expiry date

Visitors must carry their identity documents and access badges and always be accompanied by an EDPS staff member or by a security agent when moving around the EP building.

Some other personal data may be collected in order to grant access to the EP premises. For example, agents may record the entry to, and exit time from the building of visitors.

These data are accessed by the security staff of the EP.

Participants and their belongings will also need to pass through a scanner for security reasons.

### **Where did we get your personal data?**

Personal data is collected directly from you.

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

#### Purpose of the processing

The EDPS processes your personal data only for the purposes of the event management, which involves the following processing activities:

- Organising and managing the meeting;
- Managing registrations and processing participation requests;
- Collecting choices for activities as mentioned in the agenda;
- Managing meal options for participants;
- Sharing photos of the event via the EDPS' communication channels: social media accounts ([EDPS Twitter](#) and [LinkedIn](#)) and the [EDPS website](#).

You will only be photographed for communication purposes on the basis of your consent. Please see below more information under the “What is the legal basis?” section. Photos and videos taken under private capacity do not fall under the responsibility of the EDPS.

For more information, please refer to the [data protection notice on the](#) EDPS use of social media.

The EP is the controller for the processing of the identification data of the participants to the EP premises, where the meeting takes place, for security and safety purposes. For more information, you can refer to the specific [data protection notice](#).

## Legal basis

For the purposes of organisation, management and follow-up of the meeting, we rely on Article 5(1)(a) and 5(2) of the Regulation (“*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*”). In particular, for the EDPS, this task is provided in Article 57(1)(b) of the Regulation which states that the EDPS ‘*shall [...] promote public awareness and understanding of the risks, rules, safeguards and rights in relation to processing*’ and Article 57(1)(c) of the Regulation which states that the EDPS ‘*shall [...] promote the awareness of controllers and processors of their obligations under this Regulation*’.

For the purposes of participation, publication and dissemination of the meeting, we rely on your consent, as set out in Article 5(1)(d) and Article 7 of the Regulation.

You will only be photographed and video-recorded for communication purposes, based on your consent. You may provide such consent via the registration form.

We may also be required to process your personal data to comply with a legal obligation to which we are subject under Article 5(1)(b) and (2) of the Regulation. This could be, for instance, when a relevant EU body (e.g. European Court of Auditors) carries out an audit or investigation, when we handle requests for access to documents under Regulation (EC) No 1049/2001 or if you request to exercise your data subject rights under the Regulation.

## **How long do we keep your personal data?**

There are different retention periods depending on the categories of personal data:

- Your personal data submitted via the registration form will be kept for six months following the meeting or at the latest after the last follow-up action.
- Photos of the meeting will be available on the EDPS websites for 10 years.
- Your personal data will be available on EDPS social media accounts for as long as it is published there. Please note, however, that once information, including personal data, is uploaded online, it can be used by third parties for their own purposes, in their own platforms, and sometimes without the EDPS being informed. In such cases, please note that it may not be possible for us, notwithstanding any implemented safeguards, to ensure removal of your data from the internet.
- Data processed for building access by the EP for security purposes will be retained for 1 year (2 years in case of investigations). Please refer to the applicable EDPS [data protection notice](#) for more information.

If the above categories of personal data are contained in documents with historical or administrative value which are selected for preservation in our records, the selected personal data will be kept indefinitely and – unless an exemption applies – will be made public in accordance with Regulation (EEC, EURATOM) 354/83 on the opening to the public of historical archives after 30 years.

## **What are your rights regarding your personal data?**

You have the right to request access to your personal data and to relevant information concerning how we use it. You have the right to request rectification of your personal data.

You have the right to ask for the erasure of your personal data or to restrict its processing.

You have the right to object to the processing of your personal data, on grounds relating to

your particular situation, at any time.

Please note that, in certain cases, as provided in Article 25 of the Regulation, restrictions of data subjects' rights may apply.

We will consider your request, take a decision and communicate it to you. The time limit for treating your request is one (1) month. This period may be extended by two (2) further months where necessary, taking into account the complexity and the number of the requests. In those cases, the EDPS will inform you of the extension within one (1) month of receipt of your request and will provide reasons for the delay.

You can send your request to the EDPS electronically or by post (see section on contact details below).

### **How to withdraw your consent and the consequences of doing this**

You can withdraw your consent for photos taken during the meeting by informing the EDPS staff present at the meeting.

In any case, you can withdraw your consent at any time by contacting the delegated controller and/or the EDPS DPO at the contact details below.

Please note that withdrawing your consent does not affect the lawfulness of processing of your personal data based on your consent before its withdrawal.

### **Automated decision-making**

Your personal data is not subject to automated decision-making.

### **You have the right to lodge a complaint**

If you have any remarks or complaints regarding the way EDPS processes your personal data, we invite you to contact the responsible department or role or the EDPS DPO (see section on contact details on the first page and below).

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](https://edps.europa.eu/data-protection/our-role-supervisor/complaints_en).

### **Contact details for enquiries regarding your personal data**

We encourage you to contact us using the EDPS contact form, selecting 'My personal data' as the relevant subject: [https://www.edps.europa.eu/about-edps/contact\\_en](https://www.edps.europa.eu/about-edps/contact_en).

If you wish to contact the EDPS DPO personally, you can send an e-mail to [DPO@edps.europa.eu](mailto:DPO@edps.europa.eu) or a letter to the EDPS postal address marked for the attention of the EDPS DPO.

EDPS postal address: European Data Protection Supervisor, Rue Wiertz 60, B-1047 Brussels, Belgium

You can also find contact information on the [EDPS website](#).

Regarding processing of personal data by the EP, as controller, you can contact the above-mentioned delegated controller or the EP DPO at: [data-protection@europarl.europa.eu](mailto:data-protection@europarl.europa.eu).