

PROTECTION OF YOUR PERSONAL DATA

Processing operation: CEPOL live, hybrid and digital events, seminars, workshops, conferences, meetings, open/celebration/information days and visits

Privacy Statement for CEPOL hybrid/onsite events

Data Controller: CEPOL, Executive Director Office

Record reference: DPR-CEPOL-2024-0051

Table of Contents

1. Introduction
2. Why and how do we process your personal data?
3. On what legal ground(s) do we process your personal data?
4. Which personal data do we collect and further process?
5. How long do we keep your personal data?
6. How do we protect and safeguard your personal data?
7. Who has access to your personal data and to whom is it disclosed?
8. What are your rights and how can you exercise them?
9. Contact information
10. Where to find more detailed information?

1. Introduction

The European Union Agency for Law Enforcement Training (hereafter 'CEPOL') is committed to protect your personal data and to respect your privacy. CEPOL collects and further processes personal data pursuant to [Regulation \(EU\) 2018/1725](#) of the European Parliament and of the Council of 23 October 2018 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 (repealing Regulation (EC) No 45/2001).

This privacy statement explains the reason for the processing of your personal data, in the context of the CEPOL 25th anniversary. 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 operation "CEPOL 25th anniversary" undertaken by CEPOL Executive Director Office is presented below.

In this specific case:

The event is organised by CEPOL and takes place on CEPOL premises.

Personal data are published on a publicly available website.

The participants list may be shared between participants and organisations.

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

Purpose of the processing operation: CEPOL Executive Director Office collects and uses your personal information to provide you with information about the CEPOL 25th anniversary (before, during and after) and to process your application for participation in that event.

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

The audience or non-speaker participants are photographed individually or in groups. They could also appear in panoramic photographs of the whole event/audience.

Participants that do not wish to be part of the above web-streaming and recording/publishing activities have the possibility to object to processing.

3. On what legal ground(s) do we process your personal data

We process your personal data, because, according to Article 5(1)(a) of Regulation (EU) 2018/1725, the 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, linked to the organisation, management, follow-up and promotion of the event (including *web-streaming, photos, audio-visual*

recording) are necessary for the management and functioning of CEPOL, as mandated by the Treaties and Regulation (EU) 2015/2219 of the European Parliament and of the Council of 25 November 2015 on the European Union Agency for Law Enforcement Training (CEPOL).

We do process special categories of personal data, in particular: dietary and access restrictions. For this reason, we rely on Article 10(a) of the Regulation.

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

In order to carry out this processing operation, CEPOL Executive Director Office collects the following categories of personal data:

- Name, Surname, title, organisational unit, name of organisation represented, e-mail address (functional e-mail address of organisation recommended), nationality, title, office/mobile phone numbers, identity document, type/number.
- Information about the accommodation (hotel name and address) and flight (flight reference, company, destination, time of departure/arrival) of the participants may be collected in order to organise the transportation/reimbursement of the participants.
- Photographs/pictures of groups of participants and organizers could be taken and published in the context of the event and in the framework of CEPOL 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 CEPOL activities.
- *This process will require additional consent(s) on:*
 - *Dietary requirements, and/or access requirements*

The provision of personal data is mandatory to meet a legal requirement: security reasons. If you do not provide your personal data, possible consequences are that you are not allowed to enter CEPOL premises.

5. How long do we keep your personal data?

The CEPOL Executive Director Office only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing, namely for:

- ☐ All personal data related to the organisation and management of the event (this includes the information given during the registration, before, during or after the event) will be deleted two years after the last action in relation to the 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 event, but no later than within 1 month after the last action where the data is needed is completed.
- ☐ In case of audio-visual recording of the event, the recordings will be kept for two years after the event before being deleted.

- Personal data shared with guard(s)/receptionist for the participants to gain access to CEPOL premises is kept for 6 months after the termination of the event. More information is available in Record of Processing: 'DPR-CEPOL-2024-0045 Access to CEPOL premises, CCTV and parking.'

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 CEPOL or of its contractors.

CEPOL's contractors are bound by a specific contractual clause for any processing operations of your data on behalf of CEPOL, and by the confidentiality obligations deriving directly from the General Data Protection Regulation in the EU Member States ('GDPR' Regulation (EU) 2016/679.)

For the European Commission, Regulation (EU) 2018/1725 applies. In addition, all processing operations are carried out pursuant to the 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, CEPOL has put in place a number of technical and organisational measures in place. 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 CEPOL staff responsible for carrying out this processing operation and to authorised staff according to the "need to know" principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

For security reasons, your personal data (pseudonymised data) may be shared with other participants upon request.

Photographs taken during the event will be shared on CEPOL social media channels and website.

Please note that pursuant to Article 3(13) of the Regulation, public authorities (e.g. Court of Auditors, EU Court of Justice) which may receive personal data in the framework of a particular inquiry in accordance with Union or Member State law shall not be regarded as recipients. The processing of those data by those public authorities shall be in compliance with the applicable data protection rules according to the purposes of the processing.

The information we collect will not be given to any third party, except to the extent and for the purpose we may be required to do so by law.

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) on grounds relating to your particular situation

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:

Executive.Director@cepol.europa.eu.

- The Data Protection Officer (DPO) of CEPOL

You may contact the Data Protection Officer (dpo@cepol.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?

CEPOL Data Protection Officer (DPO) publishes the register of all processing operations on personal data by CEPOL, which have been documented and notified to them. You may access the register via the following link: <https://www.cepol.europa.eu/data-protection>

This specific processing operation has been included in the DPO's public register with the following Record reference: DPR-CEPOL-2024-0051 CEPOL live, hybrid and digital events, seminars, workshops, conferences, meetings, open/celebration/information days and visits.