



PRIVACY STATEMENT – DATA PROTECTION NOTICE

FOR THE PURPOSE OF PROCESSING PERSONAL DATA RELATED TO EUROPE DAY 2025 ORGANISED BY EEAS SERVICES & EU DELEGATIONS

PURPOSE OF DATA PROCESSING: Why do we process your data?

The purpose of the processing is proper organisation and management of the Europe Day 2025 in Headquarters and/or EU Delegations.

Description: Coordination, organisation and management of the Europe Day 2025

· The organisation of Europe Day 2025 includes the management of contact and mailings lists for invitations, handling of participation requests and feedbacks, the preparation and distribution of preparatory materials, event reports, news items and publications to the participants as well as other technical arrangements, like entry to the premises with access. In the framework of organising events the following processing may take place:

- to send e-mails, invitation letters; collect names, postal/e-mail addresses, phone/fax numbers, by electronic/manual means; publish participants lists and distribute it to participants and organisers;
- to collect and manage lists and mailing-lists for events, news and publications;
- if relevant, to follow up reimbursement of travel expenses and payment of daily allowances

A data protection clause in the service contract with the contractor ensures the protection of your personal data. Your personal data will not be used for automated decision-making including profiling.

2. DATA PROCESSED: What data do we process?

The data is collected during the event and processed as part of the work of EEAS-hired professionals / EU Delegations for photo and video recording with the aim of informing the public and promoting EU public diplomacy in communication materials and publications:

- Photographs and video recordings taken during the event.

Disclaimer: The organizers are not responsible for photo and video materials taken, distributed, or published by participants or other individuals, including journalists and members of the press, not hired by the EEAS / EU Delegations.

3. DATA CONTROLLER: Who is entrusted with processing your data?

The data controller determining the purpose and means of the processing is the European External Action Service (EEAS).

The data controller contact entity is

EU Delegation organising the EUROPE DAY 2025 event

5. RECIPIENTS OF THE PERSONAL DATA: Who has access to your data?

The recipients of your data may be:

- Designated organising staff of the EEAS/EU Delegation and of other EU institutions and other organiser team members
- Security and other partners, contractors, service providers on behalf of the organiser
- EEAS staff and other EEAS Intranet users (if data published on the EEAS intranet)
- General public (if data made public on the internet, the EEAS website or social media platforms)

Data will not be communicated to third parties, except where necessary for the purposes outlined above.

Social Media

The use of social media does not in any way imply endorsement of them or their privacy policies. We recommend that users read the [X/Twitter](#), [Flickr](#), [Facebook](#), [Instagram](#), [LinkedIn](#), [Mastodon](#) and [YouTube](#) privacy policies which explain their data processing policy, use of data, users' rights and the way how users can protect their privacy when using these services.

6. ACCESS, RECTIFICATION AND ERASURE OF DATA: What rights do you have?

You have the right of access to your personal data and the right to correct any inaccurate or incomplete personal data. The right of rectification can only apply to factual data processed. Under certain conditions, you have the right to ask the deletion of your personal data or restrict their use as well as to object at any time to the processing of your personal data on grounds relating to your particular situation. We will consider your request, take a decision and communicate it to you without undue delay and in any event within one month of receipt of the request. That period may be extended by two further months where necessary. For more detailed legal references, you can find information in Articles 14 to 21, 23 and 24 of Regulation (EU) 2018/1725. In specific cases, restrictions under Article 25 of the Regulation may apply. The withdrawal of your consent will not affect the lawfulness of

the processing carried out before you have withdrawn the consent. If you wish to exercise your rights or have questions concerning the processing of your personal data, you may address them to the Data Controller via

Functional mailbox of the EU Delegation

7. LEGAL BASIS: On what grounds we collect your data?

Lawfulness of the data processing: Data processing for EU communication activities and publications is based on your consent requested separately [Article 5(1)(d) of Regulation (EU) 2018/1725]:

- o photos taken in the photo booth which may be shared in EU communications if you give your consent (see point 3).

You are free not to provide consent. You can withdraw consent any time and object to the processing indicating it to the organizing EU Delegation. This does not influence the legality of processing of your data and using your videos/images before the EEAS receives your withdrawal. The Delegation will remove all available material and information within a reasonable time after you withdrew consent.

8. TIME LIMIT - DATA STORING: For what period and how we process your data?

Our aim is to keep your personal data not longer than necessary for the purposes we collect them. Personal data will be deleted five years after the last action in relation to the event. After one month, the photos will be deleted by the contractor. Photos and information used in the communication activities will be displayed as long as the communication where they are used is relevant.

Security of data: Appropriate organisational and technical measures are ensured according to Article 33 of Reg. (EU) 2018/1725. The collected personal data are stored on servers that abide by pertinent security rules. Data is processed by assigned staff members. Access to specific files requires authorisation. Measures are provided to prevent unauthorised entities from access, alteration, deletion, disclosure of data. General access to personal data is only possible to recipients with a UserID/Password.

9. EEAS DATA PROTECTION OFFICER: Any questions to the DPO?

If you have enquiries you can also contact the EEAS Data Protection Officer at data-protection@eeas.europa.eu.

10. RECOURSE

You have, at any time, the right to have recourse to the European Data Protection Supervisor at edps@edps.europa.eu.