



Data Protection Notice for “2022 Enterprise Europe Network Annual Conference Prague, 25-27 October 2022”

Your personal data is processed in accordance with **Regulation (EU) No 2018/1725¹** on the protection of individuals with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data.

The data controller of the processing operation is the Head of Unit I.02 of the Executive European Innovation Council and SMEs Executive Agency (EISMEA): EISMEA-EEN-ANNUAL-CONFERENCE-2022@ec.europa.eu.

The following **entity/ies process** your personal data on our behalf:

- Netcompany/Intrasoft
- Cecoforma, Belgium
- B2Match

Collaborative tools [Webex/Zoom/Slido](#) might be used to support the event activities on behalf of EISMEA and the European Commission.

The legal basis for the processing activities is/are:

- Article 5(1) (a) of Regulation (EU) 2018/1725 because 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)²;
- Article 5(1) (d) of Regulation (EU) 2018/1725 based on your explicit consent for your non- mandatory personal data indicated below.

The purpose(s) of this processing is/are to:

- register and manage your participation to the **2022 Enterprise Europe Network Annual Conference Prague**;
- provide you with access to the online event;
- include you in the list of participants;
- collect live feedback and to facilitate visual collaboration between event attendees;
- inform participants about follow-up activities of the event/related to the topic of the event, including feedback collection and specific, related communication activities, such

¹ 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, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L295/39 of 21.11.2018).

² Act of Establishment: Commission Implementing Decision (2021/173/EU) of 12 February 2021 establishing g the European Climate, Infrastructure and Environment Executive Agency, the European Health and Digital Executive Agency, the European Research Executive Agency, the European Innovation Council and SMEs Executive Agency, the European Research Council Executive Agency, and the European Education and Culture Executive Agency and repealing Implementing Decisions 2013/801/EU, 2013/771/EU, 2013/778/EU, 2013/779/EU, 2013/776/EU and 2013/770/EU

as e-mailing, monitoring and evaluation of an event. Upon registration, you can give your explicit consent to include your e-mail address in the mailing list for this purpose;

The following of your personal data are collected:

- for **event participants**: first name, last name, organisation name, country, function, professional/personal e-mail address, IP address.

In addition, the following **non-mandatory** personal data are collected based on your explicit prior consent: photo or video materials depicting you, your social media account handles, comments you decide to share, feedback, questions, contributions during the event.

Please note that the event or the meeting may be recorded or web-streamed if so indicated by the organisers. This means it is possible that you will be recorded. It is also possible that photographs of you will be taken during the event and might be used for online and offline communication activities related to the Enterprise Europe Network. Upon registration to the event, you can give your explicit consent to have your images recorded and published on related communication channels. Moderators and/or speakers will be contacted by the organisers to obtain their explicit consent to have their image recorded in the knowledge that any audio-visual materials may be used for the creation of offline communication material and published online on communication channels, such as social media accounts, image hosting sites and websites linked to the promotion of EISMEA's activities (European Commission, European Innovation Council and SMEs Executive Agency social media accounts and web pages). In the absence of consent, moderators and/or speakers have the possibility to remain unseen by not activating their video during the event.

The **recipients** of your personal data will be the authorised staff of the Agency and Commission in charge of the organisation and follow-up of the event, authorised staff of Agency contractors in charge of the event, participants of the event and bodies in charge of monitoring or inspection tasks in application of Union or national law (e.g. internal audits, Court of Auditors, European Anti-fraud Office (OLAF), law enforcement bodies).

- For the purpose of hosting web meetings, **WebEx**, third-party tool under the data controller's responsibility, collects data when the participant registers and use the Cisco WebEx service. For the purpose of the Q&A sessions during the training, the tool **Slido** might be used, Slido is an optional additional tool to the tool WebEx. Both tools collect name, email address, password, public IP address, browser, phone number (optional), mailing address (optional), geographic region, avatar (optional), user information included in the customer's active directory (if synched), Unique User ID (UUID). CISCO and the contractor have access to the data. It host the collected personal data within the European Union. Detailed information on CISCO WebEx's data privacy policies is also available here:
<https://trustportal.cisco.com/c/dam/r/ctp/docs/privacydatasheet/collaboration/cisco-webex-meetings-privacy-data-sheet.pdf>
- For the purpose of hosting web meetings, **Zoom**, third-party tool under the data controller's responsibility, collects data when the participant registers and use the Zoom service. Detailed information on Zoom's data privacy policies is available here:
https://explore.zoom.us/docs/en-us/privacy.html#_lb7ubvym14jj
- **EUSurvey** is an online survey-management system built for the creation and

publishing of globally accessible forms. The privacy statement can be found on <https://ec.europa.eu/eusurvey/home/privacystatement>.

- For the purposes of polling/interaction **Slido** will be used - detailed information on Slido's security policies is available here: <https://www.sli.do/security>

Your personal data **will not be transferred** to third countries or international organisations, with the exception of data collected by third-party tools WebEx/Zoom:

- WebEx user-generated information is stored in the data center in customer's region as provided during the ordering process. Data is replicated across data centers within the same region to ensure availability. Cisco Webex Analytics Platform data, which utilizes Host and Usage Information, is stored in the United States. For free user accounts, the data defined in this privacy data sheet may be stored in a Webex data center outside the account holder's region. For more information, please see: <https://trustportal.cisco.com/c/dam/r/ctp/docs/privacydatasheet/cisco-webex-meetings-privacy-data-sheet.pdf>
- **Zoom** operates globally, which means personal data may be transferred, stored (for example, in a data center), and processed outside of the country or region where it was initially collected, where Zoom or its service providers have customers or facilities - including in countries where meeting participants or account owners hosting meetings or webinars that you participate in or receiving messages that you send are based.

Therefore, by using Zoom Products or providing personal data for any of the purposes stated above, you acknowledge that your personal data may be transferred to or stored in the United States where we are established, as well as in other countries outside of the EEA, Switzerland, and the UK. Such countries may have data protection rules that are different and less protective than those of your country.

We protect your personal data in accordance with this Privacy Statement wherever it is processed and take appropriate contractual or other steps to protect it under applicable laws. Where personal data of users in the EEA, Switzerland, or the UK is being transferred to a recipient located in a country outside the EEA, Switzerland, or the UK which has not been recognized as having an adequate level of data protection, we ensure that the transfer is governed by the European Commission's standard contractual clauses. More details at: https://explore.zoom.us/docs/en-us/privacy.html#_lb7ubvym14jj

The processing of your data will **not include automated decision-making** (such as profiling).

Your personal data will be kept for a maximum period of 3 years from 25/10/2022. Data will be deleted at the end of this period.

You have the right to access your personal data and to request your personal data to be rectified, if the data is inaccurate or incomplete; where applicable, you have the right to request restriction or to object to processing, to request a copy or erasure of your personal data held by the data controller. If processing is based on your consent, you have the right to withdraw your consent at any time, without affecting the lawfulness of the processing based on your consent before its withdrawal.

Your request to exercise one of the above rights will be dealt with without undue delay and within **one month**.

If you have **any queries** concerning the processing of your personal data, you may address them to the Head of Unit I.02 of the Executive European Innovation Council and SMEs Executive Agency (EISMEA) (entity acting as data controller) via: EISMEA-EEN-ANNUAL-CONFERENCE-2022@ec.europa.eu.

You shall have right of recourse at any time to the EISMEA Data Protection Officer at EISMEA-DPO@ec.europa.eu and to the European Data Protection Supervisor at <https://edps.europa.eu>.

Version 5 July 2022