



PRIVACY STATEMENT FOR THE MANAGEMENT OF EVENTS

This specific privacy statement provides information about the processing and the protection of your personal data.

Processing operation: Processing of personal data linked to the Fourth European Education Summit 2021 (hereinafter also “the event”)

Data Controller: European Commission, Directorate-General for Education, Youth, Sport and Culture (hereinafter “DG EAC, Unit A1” or “the Data Controller”)

Record reference: DPR-EC-1063.1

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1. Introduction

The European Commission is committed to protect your personal data and to respect your privacy. The Commission collects and further processes personal data pursuant to [Regulation \(EU\) 2018/1725](#) of the European Parliament and of the Council 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.

This privacy statement explains the reason for the processing of your personal data in the context of an event, organised by the European Commission. 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.

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

Purpose of the processing operation: the European Commission collects and further processes your personal data to provide you with information about the event (before, during and after) and to process your application for participation in the event.

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

Live web-streaming and audio-visual recording at the event of the speakers, organisers and participants, as well as photographs of the speakers and panoramic photographs of participants and organisers will be taken and published in the context of the event.

The Contractor MCI Benelux S.A. will manage the delivery of the event and process the personal data for the Data Controller.

Public Participants:

Public participants will join the European Education Summit by watching the sessions via livestream. No registration is required. Personal information may be voluntarily disclosed by participants for Q&A during the event. The use of Slido to submit questions will be possible either anonymously or identifiably.

Active Participants including speakers (both panellists and moderators) and participants having access to networking tool:

Active participants will need to register to the European Education Summit and share personal data to receive access to the Conference Platform.

Speakers will need to register to the European Education Summit and in addition sign a consent form for being recorded and livestreamed. Screenshots may be taken and published in the context of the event.

Names of moderators and speakers, alongside photos and biographies where applicable, will be published on Europa.eu web pages (in particular: https://ec.europa.eu/education/summit/next-decade-european-education_en), and on <https://app.swapcard.com/event/european-education-summit>.

Speakers' and moderators' entire interventions, including electronic files, likeness, voice and verbal statements will be recorded and livestreamed.

For more information on which personal data is collected and for which purpose, please see point (3) and (4).

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

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 the Commission, as mandated by the Treaties. Those provisions are in particular, Article 11 of the Treaty on European Union and Article 15 of the Treaty on the Functioning of the European Union.

These processing operations are hence lawful under Article 5(1)(a) of Regulation (EU) 2018/1725 (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 of the speakers for the event with whom a contract is concluded, are carried out in line with the contractual provisions. Consequently, that processing is necessary and lawful under Article 5(1)(c) of Regulation (EU) 2018/1725 (processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract).

Your consent is required for the below actions during the event:

- the processing of your personal data relating to virtual access requirements;
- the sharing of the participants list containing your name and affiliation with other participants for the purpose of networking activities or future collaboration;
- the processing of your personal data for inviting you to future events the data controller may organise;
- the processing of your personal data for managing your subscription to a newsletter of the data controller;
- the web-streaming;
- for speakers: the publication of the livestream, recording (video on demand) and photos for promotion and public relation efforts relating to the conference on Europa.eu webpages, Swapcard and social media channels;
- for speakers: additional information will be collected, such as a biography and photograph for possible promotion before, during and after the event;
- recording of who attended the meeting by establishing an attendance list;
- archiving/saving of submitted activity via the minutes.

For these issues you should give us your explicit consent under Article 5(1)(d) of Regulation (EU) 2018/1725 to process your personal data for those specific purposes. You can give your consent via a clear affirmative act by selecting the (dropdown)box(es) on the online registration form.

Your consent for these purposes can be withdrawn at any time by sending an email to dgeac@mci-group.com.

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

The following personal data may be processed in the context of the event:

Public Session: Registration is not required.

- **Slido for Q&A (optional):** First name, last name, organisation (remains possible to submit anonymous).
- Other personal information voluntarily disclosed by participants during the Q&A session.

Active Participants: Registration is required.

- **Aventri for registration (required):** First name, last name, email address, professional life data (organisation, role/job title, country).
- **Swapcard (required):** First name, last name, email address, professional life data (organisation, role/job title, country).
- **Slido for Q&A (optional):** First name, last name, organisation (remains possible to submit anonymous).
- **Wonder (optional):** First Name, last name, email address.
- **EUSurvey (optional):** First Name, last name, email address.

Speakers and Moderators: In addition to the above for speakers and moderators:

- **Virtual Speaker Studio:** Recording of electronic files, likeness, voice and verbal statement.
- **Biographies and photographs:** Collected and published for promotion before, during and after the event.
- **Signature** for the recording/photography authorisation form.
- **Audio-visual recording** of the meeting, and transcription into conference report.

5. How long do we keep your personal data?

The Data Controller only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing. For each of the categories of personal data that may be processed, please find below the retention details and the reference to the relevant record of processing:

- ☐ 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 kept for **five years** after the event.
- ☐ Recordings from the web-streamed event will be kept for **2 years** before being deleted. More information is available in the Record of Processing DPR-EC-00306 (Web-streaming of Commission events).
In case of audio-visual recording of the event will be kept for **3 months** after the event before being deleted. More information is available in the Record of Processing DPR-EC-01937 (Audio-visual recording of meetings).
- ☐ Sensitive personal data relating to 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 meeting or event, but no later than within **1 month** after the end of the event.
- ☐ Photos and videos for which consent was obtained for the event will be kept for **2 years**. Their publication in the channels identified in the Consent Form will follow the longevity of the content posted therein, unless consent was redrawn at an earlier stage.

Personal data shared with the controller for future mailing purposes (e.g., for receiving newsletters or invitations to similar events) are processed in line with the Record of Processing DPR-EC-03928 (Management of subscriptions to receive information) and the specific privacy statement prepared by the organising Commission service.

Selected service providers for organisational purposes (such as caterers, travel agents or event management organisations) are contractually bound to process personal data on behalf of and in line with the instructions of the data controller, to keep confidential any data they process and to protect it from unauthorised access, use and retention.

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 on the servers of the European Commission or of its contractors until the end of their retention period. All processing operations are carried out pursuant to [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, the Commission has put in place a number of technical and organisational measures. 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.

The Commission's processors (contractors) are bound by a specific contractual clause for any processing operations of your personal data on behalf of the Commission. The processors have to put in place appropriate technical and organisational measures to ensure the level of security, required by the Commission.

7. Who has access to your personal data and to whom is it disclosed?

Access to your personal data is provided to the Commission staff responsible for carrying out this processing operation and to other authorised Commission staff according to the "need to know" principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

Publication of audio-visual recordings will be based on consent for promotion and public relation efforts relating to the conference on the DG EAC web pages and social media channels. Where necessary, we may also share your information with service providers for the purpose of organising the event.

The Contractor MCI Benelux S.A. will manage the delivery of the event and process the personal data for the Data Controller.

*MCI Benelux S.A.
Boulevard du Souverain 280
1160 Brussels (Auderghem), Belgium
Tel: +32 (0) 2 320 25 03
Email: brussels@mci-group.com*

In addition

- For registration purposes: Aventri ([privacy policy – account on EU Servers](#))
- For conference and networking platform: Swapcard ([privacy policy](#))
- Session Q&A and polling tool: Slido ([privacy policy – EU Servers](#))

- Video-conferencing software: Cisco WebEx ([privacy policy – EU Servers and BCRs](#))
- For speaker consent form: DocuSign ([privacy policy – EU Servers and BCRs](#))
- For email and chat management: Freshdesk ([privacy policy – account on EU servers](#))
- For video booth: Video Booth Systems ([privacy policy](#))
- For virtual meeting space: Wonder ([privacy policy](#))
- For live-streaming and Video on Demand: Clevercast ([privacy policy](#))

7.1 Cookies

Cookies are short text files stored on a user's device (such as a computer, tablet or phone) by a website. Cookies are used for the technical functioning of a website (functional cookies) or for gathering statistics (analytical cookies).

The DG EAC Education Summit will be promoted via the EC websites such as <https://illplatform.eu/events/event/4th-european-education-summit/> and https://ec.europa.eu/info/departments/education-youth-sport-and-culture_en Commission websites. The cookies employed by the Commission on the registrant's device for that purpose will be covered by the cookie policy of the Commission, which is available here: https://ec.europa.eu/info/cookies_en.

When you visit the web pages of the event, we will indicate in the specific privacy statement how long we will keep the browser history of your visit. This information will then be deleted. The collection, aggregation and anonymising operations are performed in the data centre of the European Commission under adequate security measures.

Cookies are stored by Europa Analytics, the corporate service which measures the effectiveness and efficiency of the European Commission's websites on EUROPA. More information is available in the Record of Processing DPR-EC-00685 (Europa Analytics).

Enabling these cookies is not strictly necessary for the website to work but it will provide you with a better browsing experience. You can delete or block these cookies, but if you do that, some features of the meeting/event website may not work as intended.

The cookie-related information is not used to identify data subjects personally. These cookies are not used for any purpose other than those described here.

Should you wish to opt your personal data out of our anonymised, aggregated statistics, you can do so on our cookies page. You can control and/or delete those cookies as you wish.

Participation via the virtual event platform takes place via Swapcard which employs cookies as described here: <https://www.swapcard.com/cookie-policy/>.

7.2 Third party IT tools, including Social Media

We may use third party IT tools to inform about and promote the workshop through widely used communication channels, including the social media. For detailed information about the use of social media by the European Commission, see the Record of Processing DPR-EC-00073 (Social Media Use by the European Commission).

You may be able to watch our videos, which may be also uploaded to one of our social media pages and follow links from our website to other relevant social media.

In order to protect your privacy, our use of third party IT tools to connect to those services does not set cookies when our website pages are loaded on your computer (or other devices), nor are

you immediately redirected to those social media or other websites. Only in the event that you click on a button or “play” on a video to watch it, a cookie of the social media company concerned will be installed on your device. If you do not click on any social media buttons or videos, no cookies will be installed on your device by third parties.

In order to view such third-party content on our websites, a message will alert you that you need to accept those third parties’ specific Terms and Conditions, including their cookie policies, over which the Commission has no control.

We recommend that users carefully read the relevant privacy policies of the social media tools used: [Twitter](#), [Facebook](#), [Instagram](#). These explain each company’s policy of personal data collection and further processing, their use of data, users' rights and the ways in which users can protect their privacy when using those services.

Please note that the event may be held using a third party videoconference IT service over which the Commission has a limited or no control. By participating into the meeting or event via a videoconference IT tool, the participants consent to the processing of their personal data via the third party tool as described in the related privacy policy.

The use of a third party IT tool does not in any way imply that the European Commission endorses them or their privacy policies. In the event that one or more third party IT tools are occasionally unavailable, we accept no responsibility for lack of service due to their downtime.

7.3 International transfers

Please note that pursuant to Article 3(13) of Regulation (EU) 2018/1725 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 further 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.

Slido: Slido is hosted on AWS (Amazon Web Services) infrastructure, located in the EU (Ireland, Germany). Technical data of participants may be transferred to Service Providers in third countries under the legal basis Article 50(1)(a) of Regulation (EU) 2018/1725 (the data subject has explicitly consented to the proposed transfer, after having been informed of the possible risks of such transfers for the data subject due to the absence of an adequacy decision and appropriate). [An overview of the Service Providers and data sent be found here.](#)

DocuSign: DocuSign has received the approval of the applications for Binding Corporate Rules (BCRs) as both a data processor and data controller from the European Union Data Protection Authorities. [More information here.](#)

Use of DocuSign under the legal basis Article 50(1)(a) of Regulation (EU) 2018/1725 (the data subject has explicitly consented to the proposed transfer, after having been informed of the possible risks of such transfers for the data subject due to the absence of an adequacy decision and appropriate).

WebEx (Cisco): Cisco has received the approval of the applications for Binding Corporate Rules (BCRs) as a data controller from the European Union Data Protection Authorities. [More information here.](#)

Use of WebEx under the legal basis Article 50(1)(a) of Regulation (EU) 2018/1725 (the data subject has explicitly consented to the proposed transfer, after having been informed of the possible risks

of such transfers for the data subject due to the absence of an adequacy decision and appropriate).

Video Booth Systems: Video Booth Systems have servers hosted in the UK. Under the 28 June 2021 decision Regulation (EU) 2016/679 of the European Parliament and of the Council on the adequate protection of personal data by the United Kingdom, the Commission has adopted two adequacy decisions for the United Kingdom at an essentially equivalent level of protection to that guaranteed under EU 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) of Regulation (EU) 2018/1725 on grounds relating to your particular situation.

The European Commission will ensure that the data subjects can exercise their right to object to processing whenever possible by the organisers of the event (for example, on the spot by indicating a non-web streamed seat if requested; or ex-post, by deleting a specific sequence from the online video/voice recording).

If you have consented to provide your personal data to the data controller for the present processing operation, you can withdraw your consent at any time by notifying the data controller. The withdrawal of your consent will not affect the lawfulness of the processing carried out before you have withdrawn the consent.

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:

European Commission
Directorate-General For Education, Youth, Sport and Culture
Unit EAC.A.1. – Strategy and Investments

EAC-EDUCATION-SUMMIT@ec.europa.eu

- **The Data Protection Coordinator (DPC) of DG EAC**

You may contact the EAC DPC (EAC-DATA-PROTECTION@ec.europa.eu) with regard to issues related to the processing of your personal data by the Data Controller.

- **The Data Protection Officer (DPO) of the Commission**

You may contact the Data Protection Officer (DATA-PROTECTION-OFFICER@ec.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?

The Commission Data Protection Officer (DPO) publishes the register of all processing operations on personal data by the European Commission, which have been documented and notified to him. You may access the register via the following link: <http://ec.europa.eu/dpo-register>.

This specific processing operation has been included in the DPO's public register with the following Record reference: DPR-EC-1063.