

Reinforcing the EU Charter: rights of people in the EU in the next decade, hereinafter “the Event”; taking place on 7 December 2020 in a virtual setting.

The European Union Agency for Fundamental Rights (FRA or Agency) processes the personal data of a natural person in compliance with Regulation 2018/1725 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.

This privacy notice explains FRA’s policies and practices regarding its collection and use of your personal data, and sets forth your privacy rights. We recognise that information privacy is an ongoing responsibility, and we will update this notice where necessary.

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1. Why do we collect personal data?

FRA is organising the event “Reinforcing the EU Charter: rights of people in the EU in the next decade”, hereinafter “the Event”. FRA is responsible for the overall organisation of the event, the communication with the speakers and participants before and after the end of the event, as well as communication and promotion of the event.

The purpose of the processing of your personal data is handling registration and attendance, identify and invite plenary speakers and discussants, reporting on the event, as well as event follow-up actions, such as sharing presentations among participants and feedback collection. It includes, in particular, lists and mailing lists for contacts, invitations, participants, reports, minutes, distribution of reports/minutes, feedback on reports, meeting follow-up, photographs/pictures, presentations, audio and/or video recording of speakers and participants, news and publications.

2. What kind of personal data does the Agency collect?

We will collect only the following general personal data necessary for the processing operation described above.

- For **participation** to the High-level debate and the subsequent session on FRA Charter capacity-building material and tools (“**Event**”), registration is required. During the registration, data collected will be name, surname, e-mail address, job title, organisation, and country (required).
- For **public viewing** of the High-level debate (“**Viewing**”), no registration is required. A mailing list has been setup for those who are interested to receive e-mail notifications about the event. Data collected will be e-mail address (required) and name, surname (optional).

Event: Please note that for the Event which will be organized in a virtual conference setting, there are audio and/or video recordings that will be taken during the event based on the prior consent of the speakers. Participants of the Event will be able to actively engage via questions and comments that will be recorded on the conference platform via a written communication. Recorded chat messages and questions sent via the Conference Platform will only be available to Participants.

Swapcard Conference Platform: Those who are invited to the “Event” will receive an invitation to join the conference platform which is a third-party IT service called Swapcard. This third-party IT services processes personal data. Please read section 6 and 7 below for more information.

Viewing: The web conference will also be published as a livestream on CleverCast, YouTube Live and Facebook Live, and be available as ‘video on demand’ (hereinafter “VOD”) after the event on these platforms. Recorded chat messages on these platforms will remain available on the VOD functionality. These chat

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messages and comments will be available to the public on the internet (See [YouTube terms and conditions](#) and [Google privacy notice](#); See [Facebook privacy notice](#) and [CleverCast privacy Policy](#)).

YouTube Chat & Comments: Those who want to engage with the Chat (Live) functionality, should be aware that using the YouTube live chat whilst being logged in with a regular Gmail account, will mean that the user's real name will be shown. This can be changed in the display settings of your account ([direct link](#)).

Facebook Live Chat & Comments/Reactions: Those who want to engage with the Chat (Live) functionality, should be aware that using the Facebook live will mean that your profile will be shown.

3. How do we collect your personal data?

Personal data will be collected through the following means:

- During the registration process to the Event. Please note that registration to the Event for participants is required.
 - The collection of the data and e-mail campaigns will be managed via the software **Aventri**. The system uses essential cookies and cookies to improve your website experience and to generate anonymous, aggregate user statistics. Aventri does not do anything with the data apart from storing it for the Contractor (MCI Benelux S.A). Event reminder e-mails and a post-event follow-up e-mail will be sent through Aventri ([cookie policy](#)). The only cookies that will be collected during the registration process for this event are:
 - **PHPSESSID:** Retains session state of a user activity (1st Party – Session Cookie)
 - **Regtoken:** To track cookie consent of all essential cookies (1st Party – Session Cookie)
 - **selectedlanguage:** Track chosen Language (1st Party – Expires in 1 day)
 - **cookieconsent_status:** Track cookie consent of essential cookies (1st Party – Expires in 12 months)
 - Neither of these cookies can read or access other cookies or any data from a user's hard drive. Further, neither of these cookies alone will personally identify a user; however, a cookie will recognize a user's individual web browser or device through an IP Address, browser version, operating system and other information.
- During the sign-up process to the Mailing List for the Public Viewing. Please note that this is purely optional.
 - The collection of the data and e-mail campaigns for the mailing list for the public viewing will be managed via the software **Mailjet**. Mailjet does not do anything with the data apart from storing it for the Contractor (MCI Benelux S.A). Event reminder e-mails and a post-event follow-up e-mail will be sent through Mailjet ([security policy](#)).
- There will be two ways to connect:
 - Speakers, panelists and moderators (upon invitation only) will connect to the web conference via the Zoom Meeting. Those participants connecting to the Event via Zoom Meetings, can find the [Zoom privacy statement](#) here. Any EU/EEA based person connecting to the Zoom

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Meeting will have their data hosted in the EEA region. See the information from Zoom regarding the AWS [Risk and Compliance whitepaper](#) and [AWS Security Center](#).

- Event (active) participants will be invited to connect to the Conference Platform, where they will be able to view the by viewing the CleverCast player, but have additional features made available to them, such as a Chat, Questions, Polling, Attendee List and Documents.
- Event (active) participants who join the subsequent session on Charter Capacity Tools will connect to the web conference via WebEx Meetings.
- Public viewing (passive) participants will connect by viewing the CleverCast player, YouTube Live stream, or the Facebook Live stream. The participants' comments and feedback in the chat during the Event will be enabled. By using the live chat and/or comments functionalities, the users agrees with the [YouTube terms and conditions](#), and/or the [Facebook terms and conditions](#). The use of the YouTube and Facebook chat/comments tool remains fully optional.

The livestream players will be embedded on the websites of FRA and partners (such as Euractiv, European Commission, European Commission representations). Please consult the cookie and privacy policy of the website on which you are viewing the livestream directly.

4. Who is responsible for processing your personal data?

The Agency is the legal entity responsible for the processing of your personal data and determines the objective of this processing activity. The Head of the Institutional Cooperation & Networks Unit is responsible for this processing operation.

5. Which is the legal basis for this processing operation?

In line with the legal basis of the EU Agency for Fundamental Rights, Regulation 168/2007, the Agency is mandated to promote fundamental rights, through means of tasks (Article 5) and activities (Article 6) read in conjunction with recitals 2 & 9 in relation to the EU Charter of Fundamental Rights and 15 in relation to raising awareness of fundamental rights. The processing operations on personal data linked to the organization, management, follow – up and promotion of the event is necessary for the management and functioning of the Agency. Therefore, the processing is lawful under Article 5(a) of the Regulation (EU) No 2018/1725. In addition, since the participation in the event is voluntary and is based on the consent given by you, the processing of the personal data is also in accordance with Article 5(d) of Regulation (EU) No 2018/1725.

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6. Who can see your data?

Access to your data is granted to authorised staff of FRA and service providers bound by confidentiality clauses, involved in the organisation of the event, without prejudice to a possible transmission to the bodies in charge of a monitoring or inspection task in accordance with Union legislation.

Neither FRA nor its service providers share personal data with third parties for direct marketing.

All participants:

- **Mailjet** does not do anything with the data apart from storing it for the Contractor. The Mailjet servers used are based in the EU and all data is kept within the EU.
- **E-mail** sent to the Contractor via eu-fra-events@mci-group.com will be sent via Outlook for Business.
- **Those joining via YouTube Live: YouTube** will have access to the viewing information of those who connect to the stream while being logged into a Google account.
- **Those joining via Facebook Live: Facebook** will have access to the viewing information of those who connect to the stream while being logged into a Google account.
- **Those viewing via the CleverCast Player: CleverCast** uses essential cookies for delivering the interaction with the application. No personal data will be collected.

Invited participants:

- **Aventri:** Does not do anything with the data apart from storing it for the Contractor. The Aventri servers used are based in the EU and all data is kept within the EU.
- **Slido:** May be used during a follow-up Event after the High-Level Debate of a number of selected participants, the tool will have access to your e-mail address, name and surname which will be requested upon login. **Swapcard:** Will be used for the Does not do anything with the data apart from storing it for the Contractor and providing analytics on the use of the platform for the specific event. A month after the Event, all user data will be removed from the platform. Those connecting to the Conference Platform Swapcard can find more on the Swapcard [privacy policy](#) here.
- **WebEx:** Cisco WebEx Meeting will be used as the web conferring tool for the subsequent follow up session on “Charter Capacity Tools” ([privacy policy](#)). The web conferencing tool will request access to your microphone and/or camera. The sessions will *not* be recorded/published as VOD by the organisers. In case a participant decides to intervene by enable his/her audio and/or video during the meeting he/she consents to be streamed in the session.

Speakers:

Those joining via Zoom: Zoom will collect and keep data on what type of device you are using, and your IP address. It will also collect information you upload, provide and create while using the service. If you use Facebook to sign in, it will collect information from your Facebook profile.

7. Do we share your data with other organisations?

Personal data is processed by FRA and MCI Benelux S.A., which supports the registration and the logistics of the organisation of the virtual event through a framework contract with DG SCIC and a specific contract with FRA.

8. Do we intend to transfer your personal data to Third Countries/International Organizations

No.

9. When we will start the processing operation?

We will start the processing operation on 24 November 2020.

10. How long do we keep your data?

Personal data will be kept after the Event to ensure implementing necessary follow-up activities with regard to the purpose(s) of the processing of personal data as well as for its related management. Data necessary for logistics purposes (reimbursement of expenses, transport, etc.) are kept according to the rules set in the Regulation (EU, Euratom) 2018/1046. Personal data related to registration and participation will be retained by FRA for a maximum of one year after the end of the event, that is 7 December 2021.

Photos, audio and video recordings are stored on the FRA Communication and Events Unit drive for three years. Within this time, the files to be used for communication purposes and/or be archived for historical purposes shall be selected. The remaining files shall be deleted.

Information concerning the event on the FRA corporate website will be retained for 10 years.

11. How can you control your data?

Under Regulation 2018/1725, you have rights we need to make you aware of. The rights available to you depend on our reason for processing your information. You are not required to pay any charges for exercising your rights except in cases where the requests are manifestly unfounded or excessive, in particular because of their repetitive character.

We will reply to your request 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, taking into account the complexity and number of the requests.

You can exercise your rights described below by sending an e-mail request to event@fra.europa.eu.

11.1. How valuable is your consent for us?

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Since the participation in the virtual event on 7 December is not mandatory you are not required to provide your consent. Only the recording of the speakers will be subject to their prior consent. You have the right to withdraw your consent at any time, and we will delete your data or restrict its processing. All processing operations up until the withdrawal of consent will still be lawful.

11.2. Your data protection rights

a. Can you access your data?

You have the right to receive information on whether we process your personal data or not, the purposes of the processing, the categories of personal data concerned, any recipients to whom the personal data have been disclosed and their storage period. Furthermore, you can have access to such data, as well as obtain copies of your data undergoing processing.

b. Can you modify your data?

You have the right to ask us to rectify your data you think is inaccurate or incomplete at any time.

c. Can you restrict us from processing your data?

You have the right to block the processing of your personal data when you contest the accuracy of your personal data or when the Agency no longer needs the data for completing its tasks. You can also block the processing activity when the operation is unlawful, and you oppose to the erasure of the data.

d. Can you delete your data?

You have the right to ask us to delete your data when the personal data are no longer necessary for the purposes for which they were collected, when you have withdrawn your consent or when the processing activity is unlawful. In certain occasions we will have to erase your data in order to comply with a legal obligation to which we are subject.

We will notify to each recipient to whom your personal data have been disclosed of any rectification or erasure of personal data or restriction of processing carried out in accordance with the above rights unless this proves impossible or involves disproportionate effort from our side.

e. Can you request the transfer of your data to a third party?

This only applies to information you have given us. You have the right to ask that we transfer the information you gave us from one organisation to another, or give it to you. The right only applies if we are processing information based on your consent or for the performance of a contract or for entering into a contract and the processing is automated.

f. Do you have the right to object?

Yes, you have the right to object when you have legitimate reasons relating to your particular situation. Moreover, you will be informed before your information is disclosed for the first time to third parties, or before it is used on their behalf, for direct marketing purposes.

g. Do we do automated decision making, including profiling?

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

12. What security measures are taken to safeguard your personal data?

The Agency has several security controls in place to protect your personal data from unauthorised access, use or disclosure. We keep your data stored on our internal servers with limited access to a specified audience only.

13. What can you do in the event of a problem?

a) The first step is to notify the Agency by sending an e-mail to event@fra.europa.eu and ask us to take action.

b) The second step, if you obtain no reply from us or if you are not satisfied with it, contact our Data Protection Officer (DPO) at dpo@fra.europa.eu.

c) At any time you can lodge a complaint with the EDPS at <http://www.edps.europa.eu>, who will examine your request and adopt the necessary measures.

14. How do we update our privacy notice?

We keep our privacy notice under regular review to make sure it is up to date and accurate.

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