



Data Protection Notice for the EU Business Hub – National Launching Events

Your personal data is processed in accordance with **Regulation (EU) No 2018/1725**¹ 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 Service for Foreign Policy Instruments (FPI) FPI-DATA-PROTECTION@ec.europa.eu

The following **entities process** your personal data on our behalf:

Deloitte Consulting & Advisory BV SRL – becseub2b_belgianuni@deloitte.com (for the purpose of managing the invitations for the EU Business Hub National Launching Events).

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 via EU Survey and manage your participation to the event;
- Provide you with access to the event;
- Include you in the list of participants that will be visible to organisers and speakers;
- If applicable, adding you in a list for informing you about the event (for instance if there is any update).

The following of your personal data are collected:

- First name, last name, organisation/company name, professional/personal e-mail address

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 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

This information is mandatory for the purposes outlined above.

By registering to the event, you understand that if you ask questions as part of the live chat, your name might be visible within the recording of the event and may appear in our promotion activities of the programme. **By registering to the event, you understand and consent to your image appearing in such photos and videos.**

The **recipients** of your personal data will be the consortium implementing the EU Business Hub programme and Commission staff in charge of the organisation of this National Launching Event. In addition, 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).

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

The following technical and organisational security measures are in place to safeguard the processing of 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 Foreign Policy Instrument (FPI) (and of its contractors if contractors are engaged to assist the controller in the organisation and management of meeting(s) or event(s);
- 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 have 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 given processing operations.
- Commission contractors are bound by specific contractual clauses for any processing operations of your personal data on their behalf and by the confidentiality obligations deriving from the General Data Protection Regulation ('GDPR' - Regulation (EU) 2016/679)

From the contractor side, the following technical and organisational security measures are in place to safeguard the processing of your personal data:

- Data minimisation: Deloitte only collects and processes the strictly necessary data for the correct execution of their missions.
- Organisational measures: Deloitte follows internal policies & procedures and deliver training to employees and partners.
- Business to Business (B2B) Cooperation with Japan and the Republic of Korea and sub-contractors (Deloitte, Eurochambres, EMECA, DT Global) are bound by contractual clauses defining the same level of data protection; data processing agreements set out the nature of processing and the type of data they are mandated to process according to their instructions. If you have any questions about the processing of your data by the contractors, you can reach out to becseub2b_belgianuni@deloitte.com

Your personal data will be kept for a maximum period of 3 months from the date of the event. 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 without undue delay and within **one month**. Your right to information, access, rectification, erasure, restriction or objection to processing, communication of a personal data breach or confidentiality of electronic communications may be restricted only under certain specific conditions as set out in the **applicable [Restriction Decision](#)** in accordance with Article 25 of Regulation (EU) 2018/1725.

If you have **any queries** concerning the processing of your personal data, you may address them to the Service for Foreign Policy Instruments (FPI) FPI-DATA-PROTECTION@ec.europa.eu

You shall have right of recourse at any time to the European Commission's Data Protection Officer data-protection-officer@ec.europa.eu and to the European Data Protection Supervisor at <https://edps.europa.eu>.