



EUROPEAN COMMISSION

## **PROTECTION OF YOUR PERSONAL DATA**

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

**Processing operation:** Urban Development Network event: ‘Sustainable investments in sustainable urban development. Preparing for the future in Bulgaria, Croatia and Romania.’

**Data Controller:** Directorate General for Regional Policy and Urban Policy, Competence Centre on Inclusive Growth, Urban and Territorial Development

**Data Processor:** ICF Next

**Record reference:** DPR-EC-00836 (legacy notification: DPO-2780)

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## **1. Introduction**

The European Commission (hereafter 'the 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 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 (repealing Regulation (EC) No 45/2001).

This privacy statement explains the reason for the processing of your personal data, 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.

The information in relation to processing operation Urban Development Network event: 'Preparing for the future in Bulgaria, Croatia and Romania' undertaken by Directorate General for Regional and Urban Policy, Competence Centre on Inclusive Growth, Urban and Territorial Development, is presented below.

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

Purpose of the processing operation: Directorate General for Regional and Urban Policy, Competence Centre on Inclusive Growth, Urban and Territorial Development, collects and uses your personal information in view of your potential participation to the event organised under the framework of the [Urban Development Network](#) (UDN) 'Preparing for the future in Bulgaria, Croatia and Romania' as well as other future events organised under UDN.

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

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

We process your personal data, because:

(a) 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;

(b) processing is necessary for compliance with a legal obligation to which the controller is subject, namely European Regional Development Fund Regulation 1301/2013, Article 9 'Urban Development Network';

(d) the data subject has given consent to the processing of his or her personal data for one or more specific purposes;

### **-Which personal data do we collect and further process?**

In order to carry out this processing, Directorate General for Regional Policy and Urban Policy, Competence Centre on Inclusive Growth, Urban and Territorial Development, collects the following categories of personal data:

- *Name;*
- *Function;*

- *Contact details (e-mail address, telephone number, mobile telephone number, fax number, postal address, company and department, country of residence, IP address, etc.);*
- *Bank account reference (IBAN and BIC codes), VAT number, passport number, ID number;*

Directorate General for Regional Policy and Urban Policy, Competence Centre on Inclusive Growth, Urban and Territorial Development, has obtained the personal data via the geographical units responsible for Bulgaria, Croatia and Romania within Directorate General for Regional Policy and Urban Policy, which have been communicated to them by the national and regional authorities responsible for sustainable urban development in Bulgaria, Croatia and Romania.

#### **4. How long do we keep your personal data?**

Directorate General for Regional Policy and Urban Policy, Competence Centre on Inclusive Growth, Urban and Territorial Development, only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing, namely for a period of twelve months after the event. Data will be automatically deleted at the end of this period unless you have consented to be contacted about future events organised by the Urban Development Network. In this case, your data will be kept in a database and you may be contacted about upcoming UDN events.

#### **5. 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 either on the servers of the European Commission or of its contractors. All processing operations are carried out pursuant to the [Commission Decision \(EU, Euratom\) 2017/46](#) of 10 January 2017 on the security of communication and information systems in the European Commission.

The Commission's contractors are bound by a specific contractual clause for any processing operations of your data on behalf of the Commission, and by the confidentiality obligations deriving from the transposition of the General Data Protection Regulation in the EU Member States ('GDPR' [Regulation \(EU\) 2016/679](#)).

In order to protect your personal data, the Commission has put in place a number of technical and organisational measures in place. 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.

#### **6. Who has access to your personal data and to whom is it disclosed?**

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

The personal data will be transmitted to the processor of the data, namely the contractors hired for this operation (ICF Next) for any communication purposes related to the event. Personal data will also be collected for registration purposes via the website created and processed by the contractors (ICF Next). The data will be extracted from the website in the form of a participant list which Directorate General for Regional Policy and Urban Policy, Competence Centre on Inclusive Growth, Urban and Territorial Development, will use this to approve participants.

The list of final participants will be made available via a QR code on the badges of participants but only the names of those participants who have given their consent will be displayed.

## **7. 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, rectify or erase your personal data and the right to restrict the processing of your personal data. Where applicable, you also have the right to object to the processing or 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).

You have consented to provide your personal data to Directorate General for Regional Policy and Urban Policy, Competence Centre on Inclusive Growth, Urban and Territorial Development for the present processing operation. You can withdraw your consent at any time by notifying the Data Controller. The withdrawal 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.

## **8. 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 the Data Controller, Directorate General for Regional Policy and Urban Policy, Competence Centre on Inclusive Growth, Urban and Territorial Development (REGIO-URBAN-TERRITORIAL@ec.europa.eu).

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

You may contact the Data Protection Officer ([DATA-PROTECTION-OFFICER@ec.europa.eu](mailto: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](mailto: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.

## **9. Where to find more detailed information?**

The Commission Data Protection Officer (DPO) publishes the register of all processing operations on personal data by the 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-00836 (legacy notification: DPO-2780).