



EUROPEAN COMMISSION

PROTECTION OF YOUR PERSONAL DATA

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

Processing operation: JRC live, hybrid and digital events, seminars, workshops, conferences, meetings, open/celebration/information days with or without outside participants

Data Controller: World Climate Research Programme (WCRP) Regional Information for Society (Rifs) International Project Office, contact: admin@wcrp-rifs.org

Record reference: DPR-EC-00407

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1. Introduction

The European Commission (EC) 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 the event: **Expert meeting on “The Robustness of Climate Change Information for Decisions”**. 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.

The information in relation to the **Expert meeting on “The Robustness of Climate Change Information for Decisions”** undertaken by the Joint Research Centre (JRC) of the European Commission, is presented below.

The specific registration tool is managed considering

Event organised by the JRC, The World Climate Research Programme (WCRP) Regional Information for Society (RIfS) Core Project, and The Green Climate Fund (GCF) - outside the JRC.

The lists of invitees and/or participants are published on a publicly available website.

The lists of invitees and/or participants are shared between participants and organisations.

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

Purpose of the processing operation: The Data Controller collects and further processes your personal data to provide you with information about the event: **Expert meeting on “The Robustness of Climate Change Information for Decisions”** (before, during and after) and to process your application for participation in that event.

Audio-visual recording at the event of the speakers and organisers will be taken.

Participants that do not wish to be part of the above recording/publishing activities have the possibility to object to processing.

Please notify the RIFS International Project Office at admin@wcrp-rifs.org and express your objection by March 31 2024 the latest, so we can make the necessary and appropriate arrangements.

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

For platforms and tools used to organise and manage digital events, the following records will apply:

- Webex platform: Service de Web Conference (Webex), DPR-EC-05006

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 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. Consequently, those processing operations are 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).

Your consent is required for:

- the processing of your personal data relating to your **dietary requirements and/or access requirements**;
- the sharing of the event participants list containing your name and affiliation **with other recipients from third countries or international organisations** if the meeting is being organised or hosted by a third country or an international organisation or co-organised by a third country or an international organisation and the European Commission.
- the publication of your personal data contained in minutes, reports, powerpoint presentations or relevant documentation used during meetings **on a publicly available website or printed** to illustrate communication material, photo albums and/or videos.
- the processing of your personal data for inviting you to future events the data controller may organise;

By agreeing to this Privacy Statement:

You give your consent to the processing of your personal data to the extent necessary for the achievement of the purposes mentioned above.

The EC guarantees that personal data relating to you are processed according to the rules set by the Regulation (EU) 2018/1725. Data may be archived by the EC.

You understand that you have the right, as data subject, to access data relating to you, to be informed about the existence and the extent of data processing, to rectify incorrect personal data as the case may be and to oppose further processing on serious and legitimate grounds. To exercise these rights, please contact the following address: [\[admin@wcrp-rifs.org\]](mailto:admin@wcrp-rifs.org) This authorisation shall apply worldwide.

If you opt-in, you are giving us your explicit consent under Article 5(1)(d) of Regulation (EU) 2018/1725 to process your personal data for those specific purposes.

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

The following personal data will be processed:

- Name, Surname, title, name of organisation represented, e-mail address, gender (needed for the right title). Minutes, reports, powerpoint presentations or relevant documentation used during meetings can be collected and shared with the meeting participants from the EU, third countries or international organisations.
- Information about the accommodation (hotel name and address) and flight (flight reference, company, destination, time of departure/arrival) of the participants may be collected in order to organise the transportation/reimbursement of the participants.
- Live audio and video recording of speakers and participants can be registered and shared with the meeting participants from the EU, third countries or international organisations.
- Dietary requirements and/or access requirements.

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 is processed, please find below the retention details and the reference to the relevant record of processing

- ✓ All 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 deleted **two years** after the last action in relation to the event.
- ✓ Sensitive personal data relating to dietary and/or 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 event, but no later than within **1 month** after the end of the event.
- ✓ In case of audio-visual recording of the event the recordings will be kept for **2 years** after the event before being deleted. More information is available in the Record of Processing DPR-EC-01937 (Audio-visual recording of meetings).
- ✓ Where needed, a list of the participants is sent to the Security Service of the European Commission for access control and entrance permission purposes by means of the relevant system used for registering visitors. Personal data shared with the Directorate-General for Human Resources and Security of the European Commission for the participants to gain

access to Commission buildings is kept **for 6 months** after the termination of the link between the data subject and the Commission.

✓ 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 “DPR-EC-00240 – Contact lists & network partners databases at the JRC”.

✓ 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, keep confidential any data they process and 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. 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.

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.

When explicitly agreed by you, some of your personal data (publications of minutes, reports, powerpoint presentations or relevant documentation used during meetings, name and affiliation of participants and /or speakers) will be published on a publicly available website or printed to illustrate communication material, photo albums, etc. The photographs/videos could be shared with and used by the participants of the event in order to illustrate or promote the activities or projects, past, present or future, of the European institutions and the European Union.

For digital events, the privacy statements of the platforms and tools used to organise and manage the event, apply.

7.1. International transfers

The controller will transfer your personal data to the following recipients in a third country or to an international organisation in accordance with Regulation (EU) 2018/1725: Participants of the event

The controller will transfer your personal data based on your expressed consent even if no adequacy decision and no appropriate safeguards have been set up (according to article 47 and 48 of Regulation 2018/1725).

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.

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.

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 sending an email to the Data Controller. This contact information is given under Heading 9 below. 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 the Data Controller, the WCRP RfS International Project Office at admin@wcrp-rifs.org.

- **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-00407 – JRC live, hybrid and digital events, seminars, workshops, conferences, meetings, open/celebration/information days with or without outside participants.