



EUROPEAN COMMISSION

PROTECTION OF YOUR PERSONAL DATA

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

Processing operation: Raw Materials Week

Data Controller: European Commission, Directorate-General for Internal Market, Industry, Entrepreneurship and SMEs, Directorate C – Industrial Transformation and Advanced Value Chains, Unit C.2 – Resource Efficiency and Raw Materials (hereinafter “DG GROW Unit C.2”, the Data Controller).

Record reference: [DPO-3136](#)

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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 for the Raw Materials Week undertaken by the Data Controller is presented below.

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

Purpose of the processing operation: the Data Controller collects and uses your personal information to ensure an adequate organization, follow-up, communication and promotion of the Raw Materials Week organized by the Directorate-General for Internal Market, Industry, Entrepreneurship and SMEs.

The purposes of the processing of personal data include in particular: management of lists and mailings-lists for contacts, invitations, participants, reports, minutes, distribution of reports/minutes, meeting follow-up, follow-up actions, photographs/pictures, presentations, audio and video recording of speakers and participants, news and publications. The Data Controller collects and uses your personal information to organise the meetings, exchange of information and consultations necessary for the Raw Materials Week and other events in the context of the European Innovation Partnership (EIP) on Raw Materials.

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

The processing operations on personal data 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, namely for the organization, management, follow – up and promotion of the Raw Materials Week. This task is related to the management and functioning of the Commission, as mandated by the Treaties, and more specifically Articles 5, 11 and 13 TEU and Articles 15, 244 - 250 TFEU.

Processing operations linked to pictures, photos, video/voice recordings take place based on the explicit consent of the data subject. The data subjects give their consent via a clear affirmative act by ticking a box on the online registration form.

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

Personal data collected and further processed for the purposes of the organisation and management of the Raw Materials Week may include in particular:

- data necessary for the organisation and management of the meeting, such as gender (needed for the right title)/name/surname/position/ e-mail addresses/ phone number/ dietary requirements.

- identity/passport number/identity/passport expiration date/date of birth, for access control purpose by security guards to the Commission's premises – see record [DPO-2638](#)¹
- information about the form of transport used and hotel, and banking information, for purpose of reimbursement of travel expenses/allowances – see records [DPO-372](#)² and [DPO-300](#)³
- pictures, presentations, audio and video recording of speakers and participants, subject to the explicit and free consent from the participants.

The web service available for the online registration (IdLoom) uses session cookies to improve your website experience, these cookies are functional and expire as soon as you close your browser window. You can deactivate cookies at any time by configuring your web browser.

Idloom automatically processes personal data for technical and functional management of our website and to ensure it is easy to use. For this purpose, we may process data such as your IP-address, the pages you visit, the browser you are using, and the time and duration of your visit. More info can be found here: <https://www.idloom.com/en/personal-data>

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, namely for the Raw Materials Week.

All personal data will be deleted from the Data Controller's files 1 year after the last action in relation to the Raw Materials Week.

Nevertheless, if you consent to that, after this delay, your personal data will be part of a list of contact details shared internally amongst the European Commission services for the purpose of contacting data subjects in the future in the context of the Commission's activities related to raw materials.

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 either on the servers of the European Commission or of its contractor – VO Europe. 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. 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.

¹ <http://ec.europa.eu/dpo-register/detail/DPO-2638-4>

² <http://ec.europa.eu/dpo-register/detail/DPO-372-6>

³ <http://ec.europa.eu/dpo-register/detail/DPO-300-9>

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 authorised staff of its contractors according to the “need to know” principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

The Data Controller does not share personal data with third parties for direct marketing.

We use social media to inform about and promote the Raw Materials Week through widely used and contemporary channels. For instance, you can watch videos, which we upload to the DG GROWTH’s YouTube page and follow links from our website to [Twitter](#), [Instagram](#) and [LinkedIn](#).

YouTube, Twitter, Instagram and LinkedIn use Cookies and have their own privacy policy, which you may accept or not.

We thus recommend that users read the [Twitter](#), [LinkedIn](#), [Instagram](#) and [YouTube](#) privacy policies before using these third party services.

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, 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).

If you have consented to processing your presentation, picture, audio and video recording for the present processing operation, or to be on a list of contact details shared internally amongst the Commission, 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.

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, GROW-RAW-MATERIALS-WEEK@ec.europa.eu.

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

In case of disagreement with the Data Controller, you may contact the Commission 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 (at https://edps.europa.eu/data-protection/our-role-supervisor/complaints_en_or_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 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: [DPO-3136](#).