

Data Protection Notice

Europe Day 2022 – All about YOUth

9 May 2022

As an EU Agency, Eurofound embraces the need to protect your personal data. We, therefore, undertake to process it, as data controller, with respect to the applicable law¹.

If after reading this notice you still have questions on the processing of your data, please contact us at dataprotectionofficer@eurofound.europa.eu. We will reply to you within one month.

❖ Why do we need to process your data?

Together with the European Parliament Liaison office in Ireland and, the European Commission Representation in Ireland, Eurofound is organising a European Open Day as part of the European Year of Youth. The event aims at sharing findings from EU research on impact of the pandemic on young people, to present information about the EU and its youth policies.

To ensure the proper organisation, operation and management of the Open Day, Eurofound needs to collect and further process your data. In particular, we need your data to:

- Send invitations;
- Register you for the event²;
- Create participants/attendance lists;
- Organise catering;
- Take and publish photos;
- Allow access to Eurofound's premises;
- Facilitate (Live) web-streaming and/or audio and video recording; and
- Send the evaluation form

¹ [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](#) (or the EDPR).

² Registration is done using EU Survey. You can find more information [here](#).



Only Eurofound will process your data. Neither the European Commission Representation in Ireland nor the European Parliament Liaison office in Ireland will have access to your personal data.

❖ **What is the legal basis for processing your data?**

Processing of your personal data is, therefore, for the performance of tasks that Eurofound carries out in the public interest³, in this particular case to disseminate core Union values: democracy, peace and unity. Some of your data, such as your photograph, dietary requirements, and recording of messages, will be processed only upon your consent⁴. You can withdraw your consent at any time without needing to give reasons.

❖ **What data do we need from you?**

We need to process the following data:

- First and last name;
- Job title (student or other status);
- Name of the school/ university/organisation/group;
- City, country;
- Contact details (email address);
- Age bracket;
- Photographs and video;
- Audio and visual recording of students for the European Youth Portal (EYP)⁵;
- Comments submitted via MSTeams chat; and or Slido and
- Comments submitted in the evaluation form.

The majority of the photographs and videos being taken will not identify the participants. However, when raising questions and engaging on the discussion, participants may be photographed individually but only if they have given their consent. Please note that a selection of photos will be uploaded to:

³ Article 5(1) (a) of Regulation (EU) 2018/1725 and Articles 1 and 2 of [Eurofound Founding Regulation](#).

⁴ Article 5(1) (d) of Regulation (EU) 2018/1725.

⁵ The European Youth Portal is managed by the European Commission together with the Eurodesk Network and is available [here](#)

- Eurofound's and partner social media platforms like Flickr⁶, Facebook⁷, Twitter⁸ & LinkedIn⁹ and YouTube¹⁰. Videos may also be produced for marketing purposes; and
- the European Youth Portal (EYP).

❖ Who will process your data?

Access to your data will exclusively be given to those persons who need it to fulfil their duties. In this case to:

- Eurofound's staff members allocated to the Promotion and Communication Team; and
- Photographers hired to take photos.

No other third parties will have access to your personal data, except if required by law.

❖ How do we protect your data?

We follow strict security procedures to ensure that your data is safely protected and is not, in any way, damaged, destroyed, or disclosed to a third party without your authorisation or without you being informed, as well as to prevent unauthorised access. The servers storing the information are kept in a secure environment with restricted physical access. Our IT systems use firewalls and other measures to restrict electronic access.

❖ For how long will we retain your data?

We need to retain your data for:

- The web registration form is deleted after 1 year;
- Participant and visitor lists are held for 7 years. Further processing is possible for archiving purposes;

⁶ You can find more information on how Flickr processes personal data [here](#).

⁷ You can find more information on how Facebook processes personal data [here](#).

⁸ You can find more information on how Twitter processes personal data [here](#).

⁹ You can find more information on how LinkedIn processes personal data [here](#).

¹⁰ You can find more information on how YouTube processes personal data [here](#).

- Photographs and videos are kept for 4 years. Further processing of a selection of photos is possible for archiving purposes;
- Other data submitted in relation to events and for which a particular retention period is not foreseen above are kept for 5 years.

After these times, your data will be securely destroyed, unless deemed of archival importance or in case is anonymised. In both situations, your data will be retained for longer.

❖ **Do we transfer your data to outside the EU?**

No.

❖ **What are your rights?**

Within the limits set by the EDPR, you have the right to access, rectify, erase and/or port your personal data, to restrict or object to the processing of your personal data, and to withdraw your consent (if obtained). Just note that withdrawal of your consent does not affect the lawfulness of processing while your consent was valid.

You may contact us at events@eurofound.europa.eu with your requests. Your request is free of charge. However, if it is manifestly unfounded or excessive, Eurofound may refuse to act on it.

You also have the right to raise a complaint with the European Data Protection Supervisor should you consider that this processing is in violation of the law. You will find more information [here](#).