

PRIVACY NOTICE

FUNDAMENTAL RIGHTS FORUM 2018: PARTICIPANTS ON-LINE REGISTRATION

This Privacy Notice explains what kind of personal data the Agency collects from you for the purpose of the organization of the Fundamental Rights Forum and how the Agency uses that data.

1. Why we collect personal data?

We collect the personal data as part of the overall organization of the Forum (i.e. to book flights, for hotel accommodation, to respond to specific dietary requirements) including the registration process, and security; we also use session cookies to keep the registration session active. The registration procedure is necessary in order to confirm the participants and to know their participant profile.

2. What kind of data does the Agency collect?

First name, family name, gender, age, nationality, job title, organisation, telephone number, email address, travel details, dietary requirements, disabilities/accessibility issues, session cookies, request for a consent/non-consent to be photographed, request for a consent/non-consent to include your email address in the list of participants, request for a consent/non-consent to share your name, organization and role in the FRF app. For selected participants, FRA will collect bank account information for the purpose of reimbursements.

Use of cookies

Cookies are enabled when a session is active and deleted when the session expires. The cookies are not stored, reused or shared with 3rd parties. The purpose of using those is to accommodate the online registration process.

3. Who is responsible for the processing of the data?

The Agency is the legal entity for the processing of personal data and who determines the objective of this processing activity. The Head of Fundamental Rights Promotion Department is responsible for this processing operation.

4. Which is the legal basis for this processing operation?

The registration in the Forum is necessary for the organization and management of the Forum. Therefore, the processing is lawful under Article 5(a) of the Regulation (EC) No 45/2001.

In addition, since the participation in the Fundamental Rights Forum is not mandatory, the processing of the personal data is also in accordance with Article 5(d) of Regulation (EC) No 45/2001.

5. Who can see my data?

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Access to the personal data is provided to the Agency's staff and the selected contractor assigned to undertake tasks related to the event organisation.

6. How to control your data?

You can access, modify or delete your personal data before 05/10/2018 by sending an email request to frf@fra.europa.eu. After this point the data will be deleted. More details are provided below.

7. Can I access my data?

You have the right to access your data at any time until 05/10/2018 and free of charge, by sending an email request to frf@fra.europa.eu.

8. Can I modify my data?

You have the right to modify your data without delay of inaccurate or incomplete personal data at any time until 05/10/2018 by sending an email request to frf@fra.europa.eu.

9. Can I block you from processing my data?

You have the right to block the processing of your personal data at any time until 05/10/2018 by sending an email request to frf@fra.europa.eu when you contest the accuracy of your personal data or when the Agency no longer needs the data for completing its tasks. You can also block the processing activity when the operation is unlawful, and you oppose to the erasure of the data.

10. Can I delete my data?

You have the right to delete your data at any time until 05/10/2018 by sending an email request to frf@fra.europa.eu when the processing activity is unlawful.

11. Do you share my data with other organisations?

Personal data is processed by the Agency only. In case that we need to share your data with third parties, you will be notified to whom your personal data has been shared with.

12. Do I have the right to object?

Yes, you have the right to object at any time until 05/10/2018 by sending an email request to frf@fra.europa.eu when you have legitimate reasons relating to your particular situation. Moreover, you will be informed before your information is disclosed for the first time to third parties, or before it is used on their behalf, for direct marketing purposes.

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The Agency will address your requests within 15 working days from the receipt of the request.

13. What can I do in the event of a problem?

a) The first step is to notify the Agency by sending an email to frf@fra.europa.eu and ask us to take action.

b) The second step, if you obtain no reply from us or if you are not satisfied with it, contact our data protection officer (DPO) at dpo@fra.europa.eu.

c) At any time you can lodge a complaint with the EDPS at <http://www.edps.europa.eu>, who will examine your request and adopt the necessary measures.

14. When will we start the processing operation?

We will start the processing operation on 24/05/2018.

15. Security of personal data

The Agency has in place several security controls to protect your personal data from unauthorised access, use or disclosure. We keep your data stored on computer systems with limited access to a specified audience only.

16. How long do we keep your data?

All the personal data will be deleted by 05/10/2018.

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