



**Innovation and Networks Executive Agency**

## **Specific Privacy Statement Horizon 2020 Energy info day**

Meetings/ Conferences/ Workshops/ Information day/ Events/Seminars/ including Experts meetings, Lists and Mailing-Lists

This web page offers an online electronic registration for the above mentioned meeting. While registering your personal data will be collected and further processed for the purposes detailed hereafter under point 2.

Regulation 45/2001 (herein after "the Regulation") applies to the processing of personal data carried out for communication activities relevant in the context of programmes managed by INEA.

Further to Article 11 and Article 12 of this Regulation, the Innovation and Networks Executive Agency (INEA) provides the data subjects with the following information:

1. The controller is INEA  
R1 – Programme Support, Coordination & Communication (Communication & Event Management Sector)  
Person designated as being in charge of the processing operation: Mr Marc Vanderhaegen  
Email: [INEA-Communication@ec.europa.eu](mailto:INEA-Communication@ec.europa.eu)
2. The purpose of the processing of personal data performed in the context of the meeting is the management/organisation of the meeting, including management of: lists for contacts, invitations, participants, reports, distribution of reports, feedback on reports, meeting follow-up, follow-up meetings, follow-up actions, news, publications.

The following categories of data are collected and used for registration the processing operations and are mandatory:

- Title,
- First Name,
- Last Name,
- Organisation,
- Organisation type,
- Function,
- Date of Birth
- Country of the organisation's headquarters,
- Nationality,

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[inea@ec.europa.eu](mailto:inea@ec.europa.eu) — <http://ec.europa.eu/inea> — Twitter: @inea\_eu

- ID document type,
- ID document number,
- ID expiration date,
- E-mail address.

Furthermore, the event might be photographed/ webstreamed/ recorded (audio and video) including presentation of speakers and participants for publications on the internet/intranet. When registering, participants will be requested to provide their explicit consent for publishing photos and videos for internal/external communications purposes. If you do not agree with the publication of photographs/pictures and video, please opt-out where required in the registration form. For those participants who prefer their images are neither recorded nor published on any support, the organiser might offer an alternative room where to follow conference and debates by means of live webstreaming displayed on a screen, depending on available resources. Clear indication and information to hostesses will be provided for to correctly guide participants. In case of unavailable resources, those participants can locally follow live conference and debates at the webstreaming Internet address indicated on the subscription form by the organiser.

If webstreaming is provided, the following privacy policy applies:  
[https://ec.europa.eu/info/privacy-policy\\_en](https://ec.europa.eu/info/privacy-policy_en).

If relevant, for the creation of a list of participants that want to network and/or be kept informed about upcoming events the following personal data will be processed based on explicit written consent:

- Title;
- First Name;
- Last Name;
- Function
- Company;
- e-mail address.

For speakers only, in the conferences webcast portal, name, profile, picture, and presentation(s) if provided voluntarily by the speaker, will be indicated in the portal and associated to the video recording of the speech. No personal data is added for interventions not in agenda (e.g. questions from the public).

The access to all personal data as well as all information collected in the context of this meeting, and the organisation thereof, is only granted through UserID/Password to a defined population of users, without prejudice to a possible transmission to the bodies in charge of a monitoring or inspection task in accordance with European legislation. These users typically are: the Communication team, IT team, contractors if the meeting is organised by an external company or DG SCIC, if the meeting is organised with the support of SCIC, acting as processors.

The report including the presence list is shared between participants and distributed to all organisations represented in the meeting. As these official meetings reports are Commission documents, they fall under the scope of the Regulation (EC) 1049/2001 of the European Parliament and of the Council of 30 May 2001 regarding public access to European Parliament, Council and Commission documents.

No personal data is transmitted to parties, which are outside the recipients and the legal framework mentioned.

3. The recipients of the data are:

- Unit R1 of INEA (the Communication Team and the IT team);
- The contractor selected by INEA, if applicable;
- DG Human Resources and Security of the European Commission for providing the security clearance to enter the European Commission building;
- DG Informatics of the European Commission (only the recording of the webstream).
- Participants who gave their consent to share a subset of personal data as indicated in Section 2 for the networking purposes

In case of proceedings only, the following entities may have access to your data:

- INEA DPO;
- European Court of Justice, as well as the lawyers and the agents of the parties in case of a legal procedure;
- European Ombudsman;
- European Data Protection Supervisor (EDPS).

The external recipient complies with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).

4. You have the right to access and the right to rectify the data concerning you by contacting the person designated as being in charge of the processing operation (see above point 1). You may also ask for the erasure of this data and you may object or block its processing at any time.

The collected personal data and all information related to the above mentioned meeting are stored on the servers of INEA the operations of which abide by the Commission's security decisions and provisions established by the Directorate of Security for this kind of servers and services. Audio and video recordings as well as information displayed on the internet/intranet might be stored on servers of DIGIT or the contractor abiding by the necessary security provisions.

5. The legal basis references which apply to the aforementioned processing operation include:

- Council Regulation (EC) No 58/2003 of 19 December 2002 laying down the statute for executive agencies to be entrusted with certain tasks in the management of Community programmes;
- Regulation (EU) No 1291/2013 of the European Parliament and of the Council of 11 December 2013 establishing Horizon 2020 - the Framework Programme for Research and Innovation (2014-2020);
- Council Decision No 2013/743/EU of 3 December 2013 establishing the specific programme implementing Horizon 2020 - the Framework Programme for Research and Innovation (2014-2020);
- Commission Decision 2013/801/EU of 23 December 2013 establishing the Innovation and Networks Executive Agency and repealing Decision 2007/60/EC establishing the Trans-European Transport Network Executive Agency as amended by Decision 2008/593/EC;
- Commission Decision C(2013)9235 of 23 December 2013 delegating powers to INEA with a view to the performance of tasks linked to implementation of the Union programmes in the field of transport, energy, telecommunications infrastructure and in the field of transport and energy research and innovation, comprising in particular implementation of appropriations entered in the general budget of the Union;
- Memorandum to the Commission towards the e-Commission: Implementation Strategy 2001 –

2005 ( SEC (2001) 924).

In line with Article 5(a) of Regulation EC 45/2001 the processing operation is necessary for the performance of tasks carried out in the public interest on the basis of the Treaties or other legal instruments adopted on the basis thereof<sup>1</sup>. The lawfulness of the processing of personal data is also based on Article 5(d) of Regulation EC 45/2001 whereby the data subject has unambiguously given its consent.

6. The time limits for storing the data are the following:

Personal data is kept as long as follow-up actions to the meeting are necessary with regard to the purpose(s) of the processing of personal data as well as for the meeting and its related management.

- 6 months for personal data processed to organise and execute the physical event and for networking purposes;
- The contractor will store the personal data for a maximum of 3 months;
- Until 31 December 2020 for personal data processed to inform participants about future funding opportunities and similar events in the context of INEA-managed programmes. The explicit consent will also be stored electronically with the same retention period;

- The web recording will be stored in DIGIT servers in line with the following privacy policy: [https://ec.europa.eu/info/privacy-policy\\_en](https://ec.europa.eu/info/privacy-policy_en)

Reports containing personal data will be archived according to the relevant Commission's legal framework. If stored, the data will be deleted permanently after the end of the retention period indicated above. Special attention is drawn to the consequences of a request for deletion, in which case any trace to be able to contact you will be lost.

7. You may contact at any time the Data Protection Officer of the Agency (INEA-DPO@ec.europa.eu). You have the right to have recourse at any time to the European Data Protection Supervisor (edps@edps.europa.eu).

In case you want to verify which personal data is stored on your behalf by the responsible controller, have it modified respectively corrected or deleted, please contact the Controller by using the Contact Information below and by explicitly specifying your request.

If you have any questions relating to this e-Service, organisation of the event, any information processed in the context of the event, or on your rights, please contact the support team operating under the responsibility of the Controller, using the following e-mail: INEA-Communication@ec.europa.eu.

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<sup>1</sup> Regulation (EU) No 1291/2013 and Council Decision No 2013/743/EU