



Privacy policy statement – EU Sustainable Energy Week (EUSEW)

Your personal data are processed in accordance with Regulation (EC) No 45/2001¹ on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data.

The data controller of the processing operation is the Head of the Administration Unit of the Executive Agency for Small and Medium-sized Enterprises (EASME).

The legal basis for the processing operations are Article 5(a) of Regulation EC 45/2001 whereby processing is necessary for the performance of a task carried out in the public interest on the basis of the Treaties or other legal instruments adopted on the basis thereof and Article 5(d) of Regulation EC 45/2001 based on the consent of the data subject;

The purpose of this processing operation is to collect personal data of interested persons to the EU Sustainable Energy Week for the organisation and management of:

- Registration of participants to events in the framework of **EU Sustainable Energy Week** (to provide access to venues and to include them in the participants list),
- Application to Awards (evaluation, selection, announcement and promotion),
- Application for hosting Conference Sessions (evaluation, selection, announcement and promotion),
- Application for participation to Networking Village (evaluation, selection, announcement and promotion),
- Registration to Energy Days. (evaluation, selection, announcement and promotion).

Additionally, the personal data are collected to allow the 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, feedback collection, distribution of emails informing on future activities related to EUSEW and other information materials through Agency's communication channels.

The following personal data are collected: title, first name, last name, date of birth, ID number, function, organisation, (professional/personal) e-mail address, phone number, twitter and LinkedIn accounts. The replies to the above question are **mandatory** (except for phone number, twitter and LinkedIn accounts). Please note that the events of EU Sustainable Energy Week will be partly **web-streamed** and it is possible that you will be recorded/photographed. This material might be used for related communication activities online and offline related to EU Sustainable Energy Week .

¹ Regulation (EC) No 45/2001 of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data (Official Journal of the European Union L 8, 12.01.2001, p. 1.)

Opt-out is provided to participants who prefer their images are neither recorded nor published on any support. If you do not agree with this publication of your personal data, please opt-out where required or inform the data controller by using the Contact Information below and explicitly specifying your request. In these cases, and according to available resources, the organizer could offer those participants an alternative room where to follow meeting and debates by means of live webstreaming displayed on a screen.

The recipients of your data will be relevant EASME and European Commission staff in charge of the organisation of the event, EUSEW partner organisations², agents of the EC and/or external venues security personnel, contractors staff involved in the organisation of the event, and bodies charged with monitoring or inspection tasks in application of EU law (e.g. internal audits, Court of Auditors, European Anti-fraud Office – OLAF), as well as participants of EUSEW. The participants list will be distributed electronically to all the participants including the above mentioned personal data (except date of birth, ID number, phone number, twitter and LinkedIn accounts).

Your data will be kept for a maximum period of **twelve months** after the **EU Sustainable Energy Week**. Data will be automatically deleted at the end of this period.

You have the right to access your personal data and the right to correct any inaccurate or incomplete personal data. If you have any queries concerning the processing of your personal data, you may address them to the EASME Head of the Administration Unit (entity acting as data controller), at the following email: EASME-ENQUIRIES@ec.europa.eu with EUSEW-Privacy policy statement in the subject.

Respondents shall have right of recourse at any time to the EASME DPO at EASME-DPO@ec.europa.eu and to the European Data Protection Supervisor <https://edps.europa.eu>

² EUSEW partner organisations are all the organisations that co-organise EUSEW (e.g. they do organise a session, a networking activity, an energy day, etc.) and media partners.