



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 comprises 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 organise and manage the **EU Sustainable Energy Week activities**. It covers:

- Registration of participants to events in the framework of the **EU Sustainable Energy Week** (to provide access to venues and include them in the participant lists);
- Applications for the Awards (evaluation, selection, announcement, promotion and feedback);
- Applications for hosting the Policy Conference sessions (evaluation, selection, announcement, promotion and feedback);
- Application for the Networking Village (evaluation, selection, announcement, promotion and feedback);
- Registration to the Energy Days (evaluation, selection, announcement, promotion and feedback).

Additionally, the personal data are collected to allow the management of participants, follow-up meetings and other follow-up actions; the collection of feedback; the distribution of contact lists, invitations, news, reports, other publications and information material and emails informing on future activities related to EUSEW.

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 the EU Sustainable Energy Week will be partly **webstreamed** and it is possible that you will be recorded/filmed/photographed. This material will be used for online and

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.) This Regulation is currently under revision.

offline communication activities related to the EU Sustainable Energy Week during and after the event.

Upon registration, participants can express their explicit consent to have their images recorded and published on any communication channel. In the absence of their consent, and according to available resources, the organiser will consider suitable alternatives, so that these participants can fully take part in the event, e.g. offer the participants an alternative room where to follow the event 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 and the communication activities, EUSEW partner organisations², agents of the EC and/or external venues security personnel, EASME contractors 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 may 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 end of the conference. Data will be 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 EASME-ENQUIRIES@ec.europa.eu with *EUSEW privacy policy statement* as the subject.

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

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