



EUROPEAN EDUCATION AND CULTURE EXECUTIVE AGENCY (EACEA)

EACEA.A - Erasmus+, EU Solidarity Corps
EACEA.A.3 - Erasmus Mundus, Sport

Study in Europe- Data Protection Notice

The European Education and Culture Executive Agency ("EACEA") is committed to preserving the protection of your personal data. This notice provides information on your rights in relation to data protection and on how your personal data are processed by EACEA in accordance with Regulation (EU) No 2018/1725 on the protection of personal data by the Union institutions, bodies, offices and agencies¹ ("the Data Protection Regulation").

1. Who is responsible for processing your personal data (data controller)?

The controller is EACEA , BE-1049 Brussels

The person designated as being in charge of the processing operation is the Head of Unit A3, Erasmus Mundus, Sport

The contact Email address is EACEA-A3@ec.europa.eu

2. For which purpose do we process your data?

We process personal data in the context of the Study in Europe initiative, with the support of the contractor is to provide a range of services and advice which together contribute to enhancing the attractiveness of European higher education globally and raising the worldwide visibility and attractiveness of Europe as a study destination. The processing of data, within the above explained context, is done among others for:

- Registration of exhibitors and students at fairs relating to studies in Europe (including virtual fairs)
- Registrations for the Institutional events promoting studies
- Taking pictures of these events for organisational / promotional purposes (including photo shoots for fair materials and articles (illustration))
- Evaluation of the fairs by the participants
- Use of networking platforms and virtual communication tools
- The creation of exhibitors' catalogues for the fairs
- Fair logistics
- Registration of participants to the webinars on the improvement of promotional activities
- The communication with the National Agencies, including NAs meetings
- Promotion/dissemination such as publication of testimonials, social media posts etc
- Gamification campaign solutions

Anonymised and analytical data may also be processed.

¹ Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 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, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC Text with EEA relevance, OJ L 295, 21.11.2018, p. 39.

Your personal data will not be used for an automated decision-making including profiling.

3. Which personal data are processed?

In order to carry out the processing operation, the following data may be processed:

- personal identification numbers
- contact details (names and addresses (including email addresses),
- registration data and data for participation to meeting, etc,
- physical characteristics of persons as well as the image, voice, video recording, etc
- financial data such as bank accounts, etc
- the data subject's career
- info concerning the data subject's career
- missions and journeys
- Data subjects' communications via phone, emails, etc
- geo/localization, IP address, etc
- health data such as for instance: diet requirements for physical events/fairs implying lunches or dinners and access requirement for disabled people if requested specifically by the data subject concerned

4. Who has access to your personal data and to whom is it disclosed?

Access to your personal data is provided to the EACEA staff responsible for carrying out this processing operation and to any authorised staff according to the “need to know” principle. Such staff abide by statutory confidentiality obligations.

The following recipients may also access to your personal data, that abide by confidentiality requirements.:

- Authorised staff of the European Commission, in particular:
 - the Directorate-General for Education, Youth, Sport and Culture (DG EAC), and the Directorate –General for Digital Services (DG DIGIT) acting as processor for EACEA and
 - its contractor (MICROSOFT) for the use of TEAMS (see [Privacy Statement for M365](#));
 - and its contractor (CISCO) for the use of WEBEX/ web conference service (see [Privacy Statement for WEBEX](#));

- Authorised staff of EU Delegations and other EU Institutions when relevant
- Authorised staff of the EACEA's contractor(s) acting as processor(s):

Coordinator:

Campus France 28 rue de la Grange aux Belles 75010 Paris FRANCE e

And the consortium members:

Deutscher Akademischer Austauschdienst (DAAD) Kennedyallee 50 53175 Bonn GERMANY;

Stichting Nuffic (Nuffic) Kortenaerkade 11 2518 AX Den Haag NETHERLANDS;

Academic Cooperation Association (ACA) Rue d'Egmont 15 1000 Bruxelles BELGIUM ;

Haridus- ja Noorteamet (Education and Youth Board) (Harno) Lõõtsa tn 4 Tallinn 11415, ESTONIA;

Dům zahraniční spolupráce (DZS): Na Poříčí 1035/4, Prague Česko 110 00, CZECH REPUBLIC

Only the name and the name of institution of the participating exhibitors will be shared with the service providers, for example, for the printing of name badges.

- Public access for data published on the [Study in Europe - European Education Area](#) website and/or on the social media of DG EAC (X, Facebook, etc)

Please note that only the data mentioned in this data protection record and in line with the conditions stipulated herewith are processed by the contactor(s)

- For online fairs and institutional events, Consortium members may use the following third - party tools: Zoom (professional accounts), [Meetyoo](#) (based in Germany, see privacy policy <https://www.meetyoo.com/en/privacy-policy-meetyoo-pro-show-organizer>), [EnPersonneVirtual](#), Limesurvey (<https://www.limesurvey.org/privacy-notice>) and enPersonne (<https://www.enpersonnevirtual.com/>)

In addition, data may be disclosed to public authorities in accordance with Union and Member State law such as the European Court of Justice, the relevant national judge as well as the lawyers and the agents of the parties in case of legal proceedings, the Investigation and Disciplinary Office of the European Commission (IDOC), the competent Appointing Authority in case of a request or a complaint lodged under Articles 90 of the Staff Regulations, the European Anti-Fraud Office (OLAF), the Internal Audit Service of the Commission (IAS), the Court of Auditors, the European Ombudsman, the European Data Protection Supervisor (EDPS) and the European Public Prosecutor's Office (EPPO).

The place of the events/fairs may be outside the EEA and imply a possible transfer of data outside the EU (such as in Albania, Kenya, Colombia , India) For transfer of data to third countries outside the EU without adequacy decision, they are based on derogation as set out in Article 50 of the Data Protection Regulation:

- explicit consent of the data subjects.
- data is necessary for the performance of a contract concluded between the controller and the processor in the interest of the data subjects to benefit from advice on European higher education

The transfer is also necessary for important reasons of public interest as recognised in the Union law (Article 11 of the Treaty of the European Union, Article 15 of the Treaty on the Functioning of the EU, Article 14 of the Charter of Fundamental Rights of the European Union and Article 26 of the Universal Declaration of Human Rights). The Erasmus Programme funding this process encourages the participation of young people in Europe's democratic life, including by supporting activities that contribute to citizenship education and participation projects for young people to engage and learn to participate in civic society, thereby raising awareness of European common values (see Recital n° 28 of the Erasmus Regulation (Regulation (EU) 2021/817)).

For the use of IT tools such as Zoom the adequacy decision with the US applies.

The Adequacy decision of the Commission covers the use of M365/TEAMS where it may imply the possible transfer of your data to the U.S. The use of WEBEX may imply the possible transfer of your data to the U.S. and to the U.K, which is based on the Adequacy Decisions adopted by the European Commission with the U.S. and with the UK respectively.

The information we collect will not be given to any third party, except to the extent and for the purpose we may be required to do so by law.

5. How long do we keep your personal data?

In line with the EC Retention list, contractual data may be kept up to 10 years after the last

payment.

The following retention may apply:

- 1) max 5 years after the end of the project for:
 - Surveys for the analyses
 - Fair registration and data on exhibitors
 - (F2F) fair registration students
 - Registration for institutional events
 - Other participants in the fairs /events
 - Speakers in the events
 - Registration International Conferences
 - Registration events (contact-building, EU policy,)
 - Evaluation of events
 - Networking platforms, virtual communication tools
 - Testimonials
 - Annual NAT meetings
 - HEI Trainings
 - Communication to NAT
- 2) After 6 months:
 - Virtual fair registration
- 3) End of the project:
 - Fair logistics
 - Data on Teams

6. How do we protect and safeguard your personal data?

Relevant organisational and technical measures are taken by EACEA to ensure the security of your personal data.

Technical measures include appropriate actions to address online security, risk of data loss, alteration of data or unauthorised access, taking into consideration the risk presented by the processing and the nature of the personal data being processed.

Organisational measures include restricting access to the personal data solely to authorised persons with a legitimate need to know for the purposes of this processing operation. Access to your data is done via authentication system on an individual basis through user-ID and password. Your data resides on the servers of the European Commission, which abide by strict security measures implemented by the European Commission (DG DIGIT) to protect the security and integrity of the relevant electronic assets. EACEA is also bound by Commission Decision 2017/46 of 10/1/17 on the security of communications & information systems in the EC.

EACEA's contractors are bound by a specific contractual clause for any processing operations of your data on behalf of the Commission, and by the confidentiality obligations deriving from the transposition of the General Data Protection Regulation in the EU Member States ('GDPR' Regulation (EU) 2016/679).

7. What are your rights concerning your personal data and how can you exercise them?

Under the provisions of the data protection regulation, you have the right

- to request to the controller to access the personal data that EACEA holds about you
- to have your personal data rectified in case your personal data are inaccurate or incomplete.
- to request the erasure of your personal data, when applicable;
- to request the restriction of the processing of your personal data, when appropriate

You are also entitled to object to the processing of your personal data on grounds relating to your particular situation at any time unless EACEA demonstrates compelling and overriding legitimate grounds or in case of legal claims.

You have to right to data portability.

When processing is based on your consent, you have the right to withdraw your consent at any time, without affecting the lawfulness of the processing before such a withdrawal. The withdrawal will have effect from the moment of your retraction. The processing based on your consent before this withdrawal will thus remain lawful.

However, the data controller may restrict the rights of the data subjects based on article 25 of the Data Protection Regulation (in exceptional circumstances and with the safeguards laid down in the Regulation. Such restrictions are provided for in the internal rules adopted by EACEA and published in the [Official Journal of the European Union](#).²

Such a restriction will be proportionate, limited in time, and respect the essence of the above-mentioned rights. It will be lifted as soon as the circumstances justifying the restriction are no longer applicable. In principle, you will be informed on the principal reasons for a restriction unless this information may cancel the effect of the restriction. A more specific data protection notice may apply in such case.

8. Contact Information

If you have questions or wish to exercise your rights under the Data Protection Regulation or if you want or to submit a complaint regarding the processing of your personal data, you are invited to contact the Data Controller (see contact details above).

You can also contact the Data Protection Officer of EACEA at the following email address: eacea-data-protection@ec.europa.eu.

You may lodge a complaint with the European Data Protection Supervisor: <http://www.edps.europa.eu>.

² <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32021Q0317%2801%29>

9. On which legal basis are we processing your personal data?

We process your personal data, because:

- processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Union institution or body (as laid down in Union Law).
- the data subject has given consent to the processing of his or her personal data for one or more specific purposes.

The legal grounds to process your data are:

- Council Regulation 58/2003 of 19 December 2002, laying down the Statute for executive agencies to be entrusted with certain tasks in the management of EU programmes;
- Commission Implementing Decision (EU) 2021/173 of 12 February 2021 establishing the European Education and Culture Executive Agency.
- Commission Decision C(2021)951 of 12 February 2021 delegating powers to the European Education and Culture Executive Agency with a view to the performance of tasks linked to the implementation of Union programmes in the field of education, audiovisual and culture, citizenship and solidarity;
- Regulation (EU) 2021/817 establishing the Erasmus+ programme
- Commission Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union (hereafter the Financial Regulation)

Consent will apply:

- For publication of audio and video recording of the event on the relevant websites, intranet, and/or social media accounts
- For photos of participants during the events, and their publications

The following special category(ies) of personal data is (are) being processed: health data (diet requirement and accessibility requirement to enter a building).

We process special categories of personal data indicated above, because:

- the data subject has given explicit consent to the processing for one or more specified purposes.