PRIVACY STATEMENT FOR

"Anti-Corruption Workshop"

1. Online invitation/registration relating to the EUI's "Anti-Corruption Workshop"

This web page offers you an online electronic registration for the above mentioned event. Your personal data will be collected and further processed for the purposes detailed below. The relevant data processing operations are under the responsibility of the Juho Härkönen acting as Data Controller.
The EUI's Data Protection Policy (available under the following link: Data Protection at the EUI) applies to those operations.

2. Why are data collected and further processed?

- Processing of participants' personal data is needed for the efficient organisation and management of the event, including management of lists for contacts, invitations, financial operations (e.g. reimbursement of travel expenses, participation fees, etc), drafting of reports (to donors and general public), distribution and feedback on reports, meeting follow-ups, follow-up meetings, follow-up actions, news and publications.
- Photo, video and audio recording will be needed for creating awareness and distributing information on the event.

3. What personal data does the EUI collect and further process, and how?

- Only the following registration data will be collected: title, family name, first name, gender, nationality, name of the home institution/organisation, e-mail address, postal address and the country where the home institution/organisation or individual is established, profession/position, phone number, and financial data when necessary.
- Participants may receive a Guest User Account associated to their registration data, to access the Internet and the EUI's services and infrastructures. In such a case, the Guest account information and the Internet navigation logs are both collected. The identification of the user connected to a log entry may only be provided upon a legally binding request by a judicial or a law-enforcement authority. The log data concerning access to electronic resources that are licensed to the EUI may be used to identify users who have violated the "Terms and Conditions of Use for Licensed Electronic Resources - European University Institute".
- A passport/identity card number and the date of birth may be required to verify the identity of the participant. They may be used for preparing the entrance permissions and for access control purposes by security guards or competent EUI staff to the EUI's premises or the premises where the event takes place.
- Participants in the event may be given the opportunity to indicate individual requirements, e.g. those pertaining to diet or mobility (this information may reveal sensitive data regarding religious beliefs and health). This information will be processed only to ensure that these

requirements are taken into account and will not be used or stored beyond that single event.

- Photographs, audio and video recording, including live web streaming, of participants of this public event may be taken. They may be reproduced in various media including EUI publications, the EUI website, social networks, TV channels and the press, in connection with the event, or for further institutional purposes such as promotional activities of the EUI. However, photographs, audio and video recording, including live web streaming, of particular individuals may be published only with their explicit consent. In those cases, the consent of the data subject will be collected through a consent form.
- If you wish that your image or voice is not recorded and published, please contact the organisers of the event.
- For some training activities organised by the different Academic Units of the EUI additional information can be requested in order to assess whether the applicant fulfils the requirements for participating in the training activity (e.g. CV, cover letter, copies of degrees, information on professional experience and academic background). These documents/information may reveal sensitive data (e.g. information on civil status may reveal sexual orientation).
- The list of participants (title, last name, first name, home institution/organisation, country) may be published on the website of the event.
- With your consent, a more detailed list of contact details (including e-mail addresses) may be distributed to all participants with a view to facilitating future contacts.
- With your consent, your last name, first name, home institution/organisation, profession/position and e-mail address may be processed by the EUI to engage and build relationships with visitors and their home institution/organisation as well as for fundraising purposes.
- With your consent, your last name, first name, home institution/organisation, profession/position and e-mail address may be processed by the EUI to promote its future activities, according to the preferences you have indicated.

4. Who collects and has access to your personal data and to whom are they disclosed?

- Personal data may be collected only by the EUI services and academic units involved in the organisation of the event.
- Photographs/pictures, presentations, audio and video recordings will be collected by Juho Härkönen.
- Guest account details are only accessible to the event organiser and to the EUI ICT Service.
- Personal data processed for the purposes of reimbursement or payments due to the participant (financial data) as well as for the compilation of annual reports to be sent to donors will be transferred to the EUI Budget and Financial Service and will be kept in a separate database. Annual reports are compiled using anonymous aggregated data.
- With your consent your personal data may be shared with other EUI Services and Academic Units according to your preferences.
- Participants' data may also be shared with service providers, external contractors and organisers only for institutional purposes pertaining to the organisation of the event, provided they have in place comparable safeguards with regard to data protection, security and

confidentiality.

- The list of participants may also be transmitted to law enforcement authorities only upon their specific request justified by security reasons such as the prevention, investigation, detection and prosecution of criminal offences. Such transmission is subject to prior approval of the President of the EUI.

5. Technical Information

This website uses cookies for session management. The session information used by this website may remain on your system after you leave the site or your browser is closed. You can disable cookies by modifying the settings in your browser's options. However, doing so will reduce the functionalities available to you.

6. How do we protect and safeguard your information?

- All personal data collected are internally processed only by designated EUI staff members or agents and stored on servers, which abide by the EUI's security rules and standards.
- In case an external contractor assists in the organisation of the event, the collected personal data and all information related to the event is stored on a computer of the external processor, who has to abide by the same rules as the others designated EUI staff members, agents and trainees.

7. How long do we keep your data?

- **Identification data** (last name, first name, home institution/organisation, country, e-mail address):
  Kept for 13 months after the event have taken place and then deleted from the platform database, unless necessary for purposes of criminal investigations or legal claims.

- **Data processed for financial purposes** (e.g. last name, first name, country, e-mail, banking details, tax code)
  Kept for 13 months after the event have taken place and then deleted from the platform database.

  However, data processed for financial purposes will be transferred to the Accounting Unit and will be kept for 10 years from the date of the discharge decision for the implementation of the budget. Any documents relating to operations not definitively closed shall be kept beyond that period until the end of the year following that in which the operations are closed, in line with Article 78 of the EUI's Financial Rules.

- **Individual requirements** (e.g. dietary or mobility requirements)
  Deleted after the event have taken place (maximum 2 weeks after the event)

- **Data processed for reporting obligations** (last name, first name, nationality and gender)

Kept for auditing purposes on a separate database for 11 years after the event have taken place. Reports are compiled with anonymised data.

- **Data processed with the explicit consent of the data subject**
  Kept as long as covered by the consent of the data subject.

8. How can you verify, modify or delete your personal data?

If you wish to verify which personal data are stored by the responsible Data Controller, or access, correct or delete your personal data stored at the EUI, please contact the Data Controller at the e-mail address mentioned in point 10 below.

9. How to withdraw your consent and the consequences for doing this.

You have the right to withdraw or revise your consent at any time. The withdrawal of consent does not affect the lawfulness of processing based on consent before its withdrawal. You can withdraw your consent or revise your consent preferences through logging into the event platform at any time. Any time consent is revoked or revised the concerned Data Controller will be notified.

In those cases in which the data subject is asked to sign a specific consent form (i.e. photographs, audio and video recording, including live web streaming, portraying particular individuals), the right to withdraw the consent may be exercised by contacting the responsible Data Controller at the e-mail address mentioned in point 10 below.

10. Contact information

- If you have any questions or requests concerning the personal data collected for this event, please contact the Data Controller at: juho.harkonen@eui.eu

11. Recourse

- Remarks concerning this privacy statement can be addressed to data_protection_officer@eui.eu

- Complaints should be addressed to the Data Controller:
  Juho Härkönen
  juho.harkonen@eui.eu
  European University Institute,
  Via dei Roccettini 9,
  I-50014 San Domenico di Fiesole,
  Italy

  They should be notified simultaneously to data_protection_officer@eui.eu