

Record of processing activity No 6 – Events

Title	ECCC
Name and contact details of controller	ECCC, (Relevant unit per event)
Name and contact details of DPO	data-protection [at] eccc.europa.eu
Name and contact details of Joint Controller	N/A
Name and contact details of processor	- European Commission through the EU Survey tool, used as the platform for registrations; - ECCC web conferencing platform(s) for online or hybrid events (additional information are available under Record No 4 - Teleconferencing Platform)
Purpose of the processing	The purpose of the processing is to: - Facilitate events organization including: - registering interested participants to the event; - provision of logistics; - access to the event venue - Communicate with participants before and after the event
Description of data subjects	Participants at ECCC events (including invited speakers and attendees).
Description of data categories	The following types and categories of personal data may be processed: - Contact data; - Participation data: Type of participation to the event (online, physical), dietary requirements (when applicable); - Device Information such as: IP address, user agent, browser settings, operating system etc; - Meeting Content such as audio and video, chat, possible shared files etc. and Service Generated Data such as: Call quality data, technical and connection data (when applicable) - Financial data (when the event is subject to fees or in case of reimbursement of invited participants); - ID/Passport number, nationality and/or date of birth, in case this is required for security reasons by the venue provider (when applicable)
Time limits (for the erasure of data)	The final participants list (name, surname, organisation) is kept for 5 years after the end of the event for auditing purposes; contact data is kept for up to 6 months after the end of the event; financial data (incl. travel and hotel booking data that relate to financial transactions) are kept for up to 7 years according to Financial Regulation; data on dietary, ID/passport number, nationality and date of birth are deleted immediately after the end of the event.
Data recipients	- ECCC staff that is responsible for managing an event; - ECCC staff responsible for relevant financial transactions;

	Data may also be transferred for security purposes to the entity that is managing the event's venue, should this be required. The data may also be available to EU bodies charged with monitoring or inspection tasks in application of EU law (e.g. internal audits, European Anti-fraud Office - OLAF, European Public Prosecutor's Office - EPPO)
Transfers to third countries	No transfer outside EU/EEA takes place.
Security measures – General description	General security policy and technical/organisational measures applicable to ECCC's IT systems.
Privacy statement	A dedicated data protection notice is provided for each ECCC event