



EEAS PRIVACY STATEMENT - DATA PROTECTION NOTICE

FOR THE PURPOSE OF PROCESSING PERSONAL DATA RELATED TO EU-US EMERGING LEADERS VISITORS PROGRAMME CONTRIBUTING TO THE RELATED EU ALUMNI ENGAGEMENT INITIATIVE

1. INTRODUCTION

The protection of your personal data and privacy is of great importance to the European External Action Service (EEAS), including the Delegations of the European Union as well as to the European Commission's Service for Foreign Policy Instruments (FPI). You have the right under EU law to be informed when your personal data is processed [e.g. collected, used, stored] as well as about the purpose and details of that processing. When handling personal data, we respect the principles of the Charter of Fundamental Rights of the European Union, and in particular Article 8 on data protection. Your personal data are processed in accordance with Regulation (EU) 2018/1725 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, aligned with Regulation (EU) 2016/679, the General Data Protection Regulation. In this privacy statement you will find information about how the EEAS and EU Delegations process your personal data and what rights you have as a data subject.

2. PURPOSE OF DATA PROCESSING: Why do we process your data?

The purpose of the present data processing is to allow the EEAS Headquarters, EU Delegation to the United States (EU Delegation) and the European Commission's Service for Foreign Policy Instruments (FPI) to collect data on participants in the programme, in view of preparing and conducting study visits. Each study visit has its topic relevant to the EU-US strategic agenda priorities. Participants engage with EU officials, representatives of Member States' governments, as well as private sector, business, academia and think tanks. The collected data (or only its part) is shared with the EEAS/FPI Contractor (Stantec), the relevant European Commission Directorates General and EU Member States (MS) for the purpose of selecting participants and preparing study visits, e.g. organising meetings, conferences, speaking engagements, networking events, cultural visits, travel, accommodation and other administrative arrangements in Brussels and in the participating EU Member States. The collection of data also enables the gathering of feedback from visitors on the events they participated in, allowing for an analysis of their impact.

Data are collected at registration as well as before, during and after each study visit through an electronic or paper form.

The data of programme participants will also be retained for follow-up activities. To this end, participants can register to a dedicated platform, the EU Alumni Online Community. Only EEAS, EU Delegation and FPI assigned staff have access to the EU Alumni Online Community.

Video and Tele-conferencing (VTC)

Video and Tele-Conferencing may be used to meet the objectives outlined above when physical presence at a meeting/event is not possible. The EEAS may host events, workshops and webinars in a virtual format (e.g. through WebEx, Zoom, MS Teams, Skype for Business). Events hosted via videoconference may be recorded for the purpose of communication activities of the EEAS/EU Delegation or for the use of interested individuals who were unable to attend physically an event. In such cases, prior consent of the participants is required.

3. DATA PROCESSED: What data do we process?

The data, including personal data, which may be processed for that purpose are the following:

- Identifying information (name, passport/ID card, picture)
- Nationality and ethnicity
- Place of residence (state, city)
- Email address
- Gender
- Date and place of birth
- Level of education
- Occupation/Job title
- Field of expertise, specialisation
- Main policy interests (topics of interest)

- Dietary and special assistance needs and medical data required for the travel arrangements (if applicable).

4. CONTROLLER OF THE PROCESSING OPERATION: Who is entrusted with processing your data?

The European External Action Service and the European Commission Service for Foreign Policy Instruments (FPI) are the Controllers determining the purpose and the means of the processing activity. EEAS.AMERICAS.4 US and Canada Division, under the supervision of the Head of Division, is the representative of the Controller, responsible for managing the personal data processing in the context of the EU-US Emerging Leaders Visitors Programme in cooperation with the EU Delegation to the United States and FPI.3 Unit Rapid Response Europe, Asia & Americas.

5. RECIPIENTS OF THE PERSONAL DATA: Who has access to your data?

For the purpose of the study visits, the recipients of your data could be designated staff of the:

- EEAS.AMERICAS.4, US and Canada Division
- EU Delegation to the United States
- FPI.3 Unit Rapid Response Europe, Asia & Americas.
- Assigned entities of European Commission, European Parliament, Council of the European Union, other EU institutions
- Member States' relevant focal points
- Framework Contractor (Stantec – www.stantec.com)
- Private sector, civil society organisations participating in the organisation of the programme
- Universities/Academia participating in the organisation of the programme
- Other participants in the EU-US Emerging Leaders Visitors Programme.

The personal data will not be communicated to third parties, except where necessary for the purposes outlined above. Personal data is not intended to be transferred to a third country.

Social Media

The EEAS and the EU Delegations, including Regional Teams of the FPI, use social media to promote and inform about events and meetings through widely used and contemporary channels. In addition to the [EEAS webpage](#) or [FPI webpage](#), videos may be uploaded to the [EEAS YouTube](#) channel and links from our website can appear on [Twitter](#), [Instagram](#), [Flickr](#) and [Facebook](#), having received prior consent of the persons participating in the videos. The use of social media does not in any way imply endorsement of them or their privacy policies. We recommend that users read the [Twitter](#), [Flickr](#), [Facebook](#), [Instagram](#) and [YouTube](#) privacy policies which explain their data processing policy, use of data, users' rights and the way how users can protect their privacy when using these services.

6. ACCESS, RECTIFICATION and DELETION OF DATA: What rights do you have?

You have the right to access your personal data and the right to correct your inaccurate, or incomplete personal data taking into account the purpose of the processing. The right of rectification can only apply to factual data processed. Under certain conditions, you have the right to request the deletion of your personal data or the restriction of its use, as well as to object at any time to its processing on grounds relating to your particular situation. We will consider your request, and communicate our decision to you without undue delay, and in any case, within one month of receiving your request. That period may be extended by an additional two months if necessary. For more detailed legal references, please see Articles 14 to 21, 23 and 24 of Regulation (EU) 2018/1725. In specific cases, restrictions under Article 25 of the Regulation may apply. To exercise your rights or in case of questions concerning the processing of your personal data, use the functional mailbox of the Data Controller:

EU-US-VISITORS-PROGRAMME@eeas.europa.eu

7. LEGAL BASIS: On what grounds we collect your data?

Lawfulness: The processing of your personal data is necessary for the management and functioning of the EEAS [Article 5(1) (a) of Regulation (EU) 2018/1725] as referred to in Recital 22 thereof.

In addition to completing necessary tasks related to the management of the programme, you can give consent to the processing of your personal data for the following purposes:

- Sharing your dietary and special assistance needs with the organisers for the sole purpose of accommodating these needs.
- Using video(s) and/or photo(s) taken during the study visit, including web-streaming and recording of the events/meetings, in EU communication activities, including social media platforms.
- If applicable, sharing contact details with the other participants.
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The legal basis for sharing your personal data with the contractor and other private sector actors, non-governmental organisations and universities/academia, assisting in the organisation and management of the programme, that may involve the transfer of your personal data outside the EEA where the protection provided may be different from the protection ensured in the EEA, is a contract in your interest [Article 50(1) c of Regulation (EU) 2018/1725].

Legal references:

- **EU-US Summit Joint Statement, 20 October 2023, (...)** *To preserve the strength and longevity of our transatlantic relationship, the United States and the European Union also endeavour to increase vital people-to-people exchanges. We will work to achieve visa-free travel between all EU Member States and the United States. Together, the United States and the European Union intend to provide additional resources to increase the number of transatlantic academic exchanges. (...)*
- **Joint Statement by President Biden and President von der Leyen, 10 March 2023 (...)** *Recognizing our shared history as well as our joint visions for the future, we believe that people to people exchanges strengthen the transatlantic partnership, especially for younger generations. We will discuss how to deepen our cooperation. (...)*
- **Council Conclusions, December 2020 (...)** *Ultimately and most importantly, we believe that our partnership is deeply rooted in relations between people. Promoting strong people-to-people connections can play a fundamental role in fostering a positive and ever closer EU-US relationship.(...)*
- **European Parliament Resolution on the state of EU-US relations, adopted on 12 September 2018, (...)** *highlights that we should foster links across the Atlantic to promote the merits and importance of our transatlantic partnership at different levels (...) calls for enhanced and dedicated programmes with appropriate funding to this effect.(...)*
- **Council Conclusions, October 2016**
On that occasion the Council of the European Union stressed "the need of joining up efforts in the field of public diplomacy including strategic communication, inside and outside the EU, to speak with one voice and ultimately promote its core values"
- **Shared Vision, Common Action: A Stronger Europe**
A Global Strategy for the European Union's Foreign and Security Policy (June 2016)
- **The Lisbon Treaty (consolidated version)**, The Treaty on European Union, Article 2, in *Official Journal of the European Union* C 83/17, 30 March 2010.

As per Article 3(5) of the Lisbon Treaty: In its relations with the wider world, the Union shall uphold and promote its values and interests and contribute to the protection of its citizens. It shall contribute to peace, security, the sustainable development of the Earth, solidarity and mutual respect among peoples, free and fair trade, eradication of poverty and the protection of human rights, in particular the rights of the child, as well as to the strict observance and the development of international law, including respect for the principles of the United Nations Charter.

Further legal reference:

- **Council Decision of 26 July 2010 establishing the organisation and functioning of the EEAS (2010/427/EU)**
OJ L 201, 3/8/2010, p. 30.

8. DATA STORING: For what period and how we process your data?

Time Limit for Data Storage

For the purpose of engaging individuals in follow-up public diplomacy activities organised by the EU Headquarters and EU Delegation, the collected personal data is stored for a period of up to 2 years.

Outline of Security Measures

Appropriate organisational and technical security measures are ensured according to Article 33 of the Reg. (EU) 2018/1725, in particular by limiting access to designated staff and by properly securing personal data. The collected personal data of candidates who accept to participate in the programme, are stored on EEAS and FPI servers, which operate in compliance with [the Decision of the High Representative of the Union for Foreign Affairs and Security Policy of 19 June 2023 on the security rules for the European External Action Service 2023/C 263/04](#) and the provisions established by the EEAS Directorate General for Budget and Administration, as well as the [Decision of the High Representative of the Union for Foreign Affairs and Security Policy of 19 June 2023 on the security rules for the European External Action Service 2023/C 263/04](#). Personal data are processed by assigned staff members with authorised access through EU Login authentication. Measures are in place to prevent non-responsible entities from accessing data. Physical copies of the collected personal data (if any) are stored in a properly secured and locked storage container.

9. EEAS DATA PROTECTION OFFICER: Any questions to the DPO?

In case of enquiries, you can contact the EEAS Data Protection Officer at data-protection@eeas.europa.eu and the Data Protection coordinator of the FPI at FPI-data-protection@ec.europa.eu

10. RECOURSE

You have the right of recourse at any time to the European Data Protection Supervisor at edps@edps.europa.eu