EEAS PRIVACY STATEMENT - DATA PROTECTION NOTICE

FOR THE PURPOSE OF PROCESSING PERSONAL DATA RELATED TO THE EVENT “BluInvest Africa” 7-8 September 2022

ORGANISED BY THE EEAS / EU DELEGATION TO MAURITIUS BY MEANS OF HYBRID MODE (FACE TO FACE AND VIDEO AND TELECONFERENCING (VTC) TOOLS)

1. INTRODUCTION

The protection of your personal data and privacy is of great importance to the External Action Service (EEAS) including the Delegations to the European Union as well as to the services of the European Commission, namely DG INTPA and DG MARE. You have the right under EU law to be informed when your personal data is processed (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 find information about how the EEAS and the 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 data processing is to ensure that your application for participation in the BluInvest Africa is processed properly and that you are provided with the specific information about the event.

The purpose of the data processing is to ensure proper organisation and management of the event “BluInvest Africa” by the European Delegation to Mauritius and DG INTPA through their contractor GL Live Event EU – GIZ – Triumph Group in order to disseminate information among participants and to the public, enhance cooperation, networking, facilitate exchange fora which are often web-based. It is also intended to further contact participants and to promote EU Public Diplomacy permitting to engage individuals in public diplomacy activities and other events.

You can find information on the legal basis in Point 7 of this Privacy Statement.

- The organisation of event “BluInvest Africa” includes the management of contact and mailings lists for invitations, handling of participation requests and feedbacks, the preparation and distribution of preparatory materials, meeting reports, news items and publications to the participants.

- Publication and communication activity related to the event “BluInvest Africa” for dissemination purposes includes the publication of information about the event on the EEAS Intranet and/or on the EEAS and DG INTPA and DG MARE websites and the facilitation of photos and videos, web streaming, audio or video recording during the event.

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

Video and Tele-conferencing (VTC)

Video and Tele-Conferencing will be used in order to meet the objectives outlined above to enable remote participation. The EEAS will therefore use the virtual platform B2match and as back-up MS Teams, and Zoom) to host the event. Participants attending online can ask questions through Slido. The event will be streamed through Youtube. Registration is required through an Outlook invitation from the event manager or the VTC platform, which is B2match. If technically feasible, even if participants have a personal account for the respective platform they do not need to sign in to the platform to participate in the event, signing in is only necessary for the event organiser. Following the indications provided in the invitation may suffice (link or Meeting ID and password to join and the way of indicating their identity).

Participants are requested to indicate their first name, last name, gender, email address, organization, function, country. Data about country and gender will be used anonymously for reporting to the EU.

Recording and live streaming of event sessions

The event will be recorded. Consent can be provided during registration via a consent form.

If the VTC tool used enables to limit the recording to the speaker/presenter/moderator only, this option will be chosen in case not all participants agree to the recording.

Participants who do not consent to be recorded should indicate a pseudonym rather than their full name when they connect to the session and switch their camera and microphone off as well as refrain from asking questions through their microphone.

Questions can be put using the chat function or Slido. That part of the chat will not be stored.

Participants in person who do not consent to recording and to being photographed or filmed, will be separately seated, where they cannot be taken by camera and appropriate instructions will be given to the broadcasting team and all the photographers.
B2match, Youtube and Zoom, Microsoft teams, Slido service providers become data processors. The aim to use these tools is to guarantee a feasible technical solution to participate at meetings organised online. Further information on data that the IT tools (online platform providers) may process and details of the type of data they may obtain about you and your equipment, and what they use that data for as well as the Privacy Policy of these third party processors are available on their websites, as follows:

- B2match
- Youtube
- Zoom
- Slido
- Microsoft Teams Security compliance and privacy MS TEAMS Privacy Statement

3. DATA PROCESSED: What data do we process?

I. Personal data will be collected, used and kept only to the extent necessary for the purposes above. Data, including personal data, that may be processed, are the following:

Participants (including the participants attending the Networking Garden Party event):

- Personal details: name, surname, including work position, division, e-mail address, gender, country;
- Contact data (e-mail, phone, address – as necessary);
- Identification name (or a pseudonym chosen by the user for online training), login credentials in case of online registrations or where required by the VTC tool;
- Nationality, passport or identity card number and its date of issue and expiry date may be collected, so that the data subjects may obtain access to the premises where the meeting/event is held and/or to issue flight tickets to travel to the event location;
- Dietary requirements and need for special assistance when applicable, only for participants in person, processed in a secured manner for the sole purpose of accommodating special needs or dietary requests;
- Data processed by service providers – like logs (please see last paragraph of point 2);
- Pictures, videos, recordings (if giving consent);
- Data submitted by the participants when connecting to the online session using the registration or VTC tool (if you do not consent to recording, you can provide a pseudonym, providing an e-mail address is optional);
- Your contribution during the event (recording of the session), if you consent to the recording, including the extract of the chat providing proof of the consent given by the nominal text of "I agree to the recording";
- Your VTC conversation history

Speakers/Moderators:

- Data categories detailed above;
- Material shared and contribution during the training session (presentation, handout, etc.);
- Data submitted by the speakers during registration for the VTC tool (name and other data (e.g. email address) as required by the tool (data are kept to the necessary minimum)

Please note that due to recording of parts or all of the event, workshop or webinar, even if you do not share either your audio or your video, your screen name may appear in recordings.

II. In addition, data are also collected from the website or during the event and processed for the purpose of informing the public, promoting EU public diplomacy in communications and publications:

- Photos, audio or video filming and web streaming of speakers, participants or organisers as well as feedbacks, surveys, reports and other information about the event.

Disclaimer:
The organisers waive responsibility of videos/photos taken, shared, published by participants or other individuals, including journalists and other members of the press not contracted by the EEAS/EU Delegations.

III. Data collection by websites: when using online applications, websites may apply dynamic tools such as cookies for technical functioning, gathering statistics and providing a personalised experience for you as a user. More information about cookies can be found on the specific websites.

4. DATA CONTROLLER: Who is entrusted with processing your data?

The data controller determining the purpose and means of the processing is the European External Action Service.

The EU Delegation of the European Union to Mauritius is responsible for managing the personal data processing under the supervision of the Head of Delegation and is the controller entity engaging the service provider GL Event Live EU – GIZ-Triumph Group from which you received the invitation to the event “BlueInvest Africa” as processor.

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

In general, access to your personal data is provided to the EEAS staff responsible for carrying out data processing activity and to authorised staff according to the “need to know” principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

The recipients of your data may be:

- Designated organising staff of the EEAS/EU Delegation
- European Commission assigned staff members designated for the tasks to be implemented, including EC DG INTPA and DG MARE.
• Assigned staff of other EU institutions and other assigned organiser team members, if required
• Security and other partners, contractors, service providers on behalf of the organiser: GL Events Live EU – GIZ-Triumph Group, Eden Bleu Hotel, Mason Travel, SBC Corporation, the customs of the Republic of Seychelles, B2match platform, Uniglobe, Youtube, Slido, Zoom and MS Teams.
• Participants, interpreters, technical staff if relevant
• EEAS staff and other EEAS Intranet users (if data published on the EEAS intranet)
• General public (if data made public on the internet, the EEAS website or social media platforms)  
• If an external (online) tool is used for registration or other related event management purposes, the service provider operating the tool and its processors will be also recipient(s) of your personal data.
Personal data is only intended to be transferred to a third country or an international organisation to provide access to recipients as described above. Such transfers take place on the basis of:
- Transfers to Youtube USA, Zoom USA and Microsoft are lawful based on a derogation (Ref. Article 50 of Reg. (EU) 2018/1725). The transfer of the recording of the event is based on your consent.

Personal data is intended to be transferred to subcontractors in the Seychelles for the purpose of: airport transfers, accommodation and catering, streaming and interpretation and custom controls. The streaming and interpretations company do not have access to the identification data of the participants but are present at the event. The transfer of personal data is necessary for the conclusion and performance of a contract in the interest of your participation in the event (Paragraph 1c of Article 50 of Regulation (EU) 2018/1725).
Data protection clauses, based on the Standard Contractual Clauses approved by the Commission, form part of the contract/agreement with the third country processor. For participants in the Networking Garden Party event in the State House, transfer of your data is necessary for access to the venue but you are free to provide or not to provide information about your dietary requirements and special assistance needs.
Data will not be communicated to third parties, except where necessary for the purposes outlined above and will not be used for direct marketing. Under certain conditions outlined in law, we may disclose your information to third parties, (such as the European Anti-Fraud Office, the Court of Auditors, or law enforcement authorities) if it is necessary and proportionate for lawful, specific purposes. Service providers abide by contractual clauses for the protection of your data and will process data on documented instructions and on behalf of the EEAS/EU Delegation in accordance with Article 29 of Regulation (EU) 2018/1725.

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. 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 ERASURE OF DATA: What rights do you have?
You have the right of access to your personal data and the right to correct any inaccurate or incomplete personal data. The right of rectification can only apply to factual data processed. Under certain conditions, you have the right to ask the deletion of your personal data or restrict their use as well as to object at any time to the processing of your personal data on grounds relating to your particular situation. We will consider your request, take a decision and communicate it to you without undue delay and in any event within one month of receipt of the request. That period may be extended by two further months where necessary. For more detailed legal references, you can find information in Articles 14 to 21, 23 and 24 of Regulation (EU) 2018/1725. In specific cases, restrictions under Article 25 of the Regulation may apply. If you have consented to recording a session, you have the right to withdraw your consent to its use by notifying the data controller. In this case, the EEAS will make every effort to remove your contribution from the recording. The withdrawal of your consent will not affect the lawfulness of the processing carried out before you have withdrawn the consent. If you wish to exercise your rights or have questions concerning the processing of your personal data, you may address them to the Data Controller via the functional mailbox:

To contact the data controller please use the functional mailbox of the event (the mail address you received the invitation from) secretariat@blueinvestafrica.eu

7. LEGAL BASIS: On what grounds we collect your data?
Lawfulness of the data processing
The processing of personal data related to event “BlueInvest Africa” organised by the EEAS is necessary for the performance of a task carried out in the public interest (Article 5(1)(a) of Regulation (EU) 2018/1725), as mandated by the Treaties, in particular by articles 5, 11, 20, 21-40, 42, 43 of the of the Treaty on European Union (TEU) and 2 (4) and (5), 205, 220-221, 326 – 334 of the Treaty on the Functioning of the European Union (TFEU).
The processing is also necessary for archiving purposes. Archiving shall be proportionate to the aim pursued, respect the essence of the right to data protection and provide for suitable and specific measures to safeguard the fundamental rights and the interests of the data subject.
Further reference:
Policy of June 2016 and Council Conclusions of October 2016 where the Council of the European Union emphasises "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".

At the same time, data processing for EU communication activities and publications is based on your consent requested separately [Article 5(1)(d) of Regulation (EU) 2018/1725]. Your consent is required for:

- photos, video recordings and web streaming related to events/meetings which may be shared in EU communications (see details in paragraph “Recording of events given via videoconference” of point 2)
- Dietary requirements and need for special assistance when applicable, only for participants in person, processed in a secured manner for the sole purpose of accommodating special needs or dietary requests.
- sharing the attendance list containing your name, affiliation and contact details among participants and with the host/presenter of the event
- permanent contact list created and shared internally among EEAS services for the purpose of promoting EU activities/events and disseminating information.

If you do not wish, you also have the option not to provide consent to any of the above or to give consent only to one or more data processing activities. You can withdraw your consent at any time.

<table>
<thead>
<tr>
<th>8. TIME LIMIT - DATA STORING: For what period and how we process your data?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Our aim is to keep your personal data not longer than necessary for the purposes we collect them. After the event, your data are kept as long as follow-up actions to the event are required. Reports and other material containing personal data are archived according to e-Domec policy.</td>
</tr>
<tr>
<td>Personal data will be deleted five years after the last action in relation to the event. Personal data may, however, be part of a contact list shared internally among EEAS services for the purpose of promoting future EU activities and disseminating information. The privacy statement on public diplomacy initiatives is also available on the EEAS website. Financial data related to the event will be kept for a maximum period of 10 years after the end of the event or meeting for auditing purposes. Sensitive personal data relating to dietary and/or access requirements will be deleted as soon as they are no longer necessary for the purpose for which they have been collected in the framework of the event, but no later than within 1 month after the end of the meeting or event. Personal data may be kept for information and historical, statistical or scientific purposes for a longer period of time including the publication on the EU Delegation webpage and EEAS Intranet or EEAS website with appropriate safeguards in place.</td>
</tr>
</tbody>
</table>

### Security of data

The EEAS, the EU Delegation and EC DG INTPA and DG MARE strive to ensure a high level of security for your personal data. Appropriate organisational and technical measures are ensured according to Article 33 of Reg. (EU) 2018/1725. The collected personal data are stored on servers that abide by pertinent security rules. Data is processed by assigned staff members. Access to specific files requires authorisation. Measures are provided to prevent unauthorised entities from access, alteration, deletion, disclosure of data. General access to personal data is only possible to recipients with a UserID/Password. Physical copies are stored in a secured manner. In case a service provider is contracted, as a processor, the collected data may be stored electronically by the external contractor, who has to guarantee data protection and confidentiality required by the Reg. (EU) 2018/1725. These measures also provide a high level of assurance for the confidentiality and integrity of the communication between you [your browser] and the EEAS/EU Delegation. Nevertheless, a residual risk always exists for communication over the Internet, including email exchange. The EEAS relies on services provided by other EU institutions, primarily the European Commission, to support the security and performance of the EEAS website.

Security of the online platforms used for video-conferencing is assured by the service providers. The security policy of data processors, such as b2match, MS Teams, Zoom, Slido can be verified at the relevant websites.

- b2match and Data Protection
- MS Teams Security Compliance Overview, Microsoft cloud recording
- Microsoft Privacy Supplement;
- How YouTube protects data privacy - How YouTube Works
- Legal | Slido - Audience Interaction Made Easy;
- Privacy | Zoom;

B2match, MS Teams, Slido, Youtube, Zoom and other online platform providers enhance their security and privacy features, the EEAS keeps under constant review the technical measures it takes to protect your personal data.

<table>
<thead>
<tr>
<th>9. EEAS DATA PROTECTION OFFICER: Any questions to the DPO?</th>
</tr>
</thead>
<tbody>
<tr>
<td>If you have enquiries you can also contact the EEAS Data Protection Officer at <a href="mailto:data-protection@ees.europa.eu">data-protection@ees.europa.eu</a>.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>10. RECOUSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>You have, at any time, the right to have recourse to the European Data Protection Supervisor at <a href="mailto:edps@edps.europa.eu">edps@edps.europa.eu</a>.</td>
</tr>
</tbody>
</table>