

Privacy Statement/ Data Protection Notice

For the processing activity: IF CEED Annual General Conference

This Privacy Statement provides information on the processing and the protection of your personal data and on the rights you have as a data subject.

1. TITLE OF THE PROCESSING ACTIVITY

IF CEED Annual General Conference

2. CONTROLLER OF THE PROCESSING ACTIVITY

EUROPEAN DEFENCE AGENCY

Industry Strategy & EU Policies (ISP) Unit,
Industry, Synergies and Enablers (ISE)
Directorate
circular.economy@eda.europa.eu

DATA PROCESSOR:

B2Match GmbH,
Taborstraße 20/18, AT-1020
Vienna, Austria,
Company Number 396478g

3. PURPOSE OF THE PROCESSING ACTIVITY

To fulfil the objectives of the Incubation Forum for Circular Economy in European Defence (IF CEED), EDA organises on yearly basis the Annual General IF CEED Conference.

For the preparation, organisation, delivery and follow-up of the Annual General IF CEED Conference, EDA collects and processes personal data of participants.

In particular, the processing of personal data is necessary:

- for the registration and admission of participants and to accommodate their preferences and requirements.
- to distribute any information related to the event.

To facilitate the establishment of bilateral contacts and networking opportunities between the participants of the Annual IF CEED Conference, EDA allows the registered participants to exchange their contact details through the registration platform.

To promote the Annual IF CEED Conference in the IF CEED network of stakeholders, sessions may be subject to image and video recording.

B2MATCH is the data Processor entrusted by EDA to support the organization of the Annual General IF CEED Conference. B2MATCH facilitates the registration of participants to the Annual IF CEED conference through a dedicated web-platform and processes personal data only to support the above-mentioned purposes.

4. DATA PROCESSED

(a) Categories of data subjects

IF CEED Experts and PoCs, participating to the Annual General IF CEED Conference, that may originate from:

- EU institutions, agencies and bodies,

- EU MS (either from the MoDs or other public bodies),
- Industry, Research-and-Technology Organisations (RTOs),
- Academia,
- EU-level platforms,
- Other international private and public bodies, or third countries,
- Any other stakeholder having expressed interest in receiving information or taking part in IF CEED-related activities.

(b) Categories of personal data processed:

The Personal Data processed for participants registered to the Annual General IF CEED Conference are the following:

- Title;
- Gender;
- Last name; (full)
- First name;
- Email-address;
- Telephone number;
- Nationality;
- Job Title/Department;
- Academic title;
- Language(s) spoken;
- Image, audio or video recording or livestreaming in the context of a meeting/conference (opt-in required as per separate consent form);
- Dietary requirements (opt-in required as per separate consent);
- Accessibility requirements (opt-in required as per separate consent).
- Option to share contact details with other participants for networking purposes .

5. RECIPIENTS OF THE DATA

Personal data entered when signing up to the Conference will be accessible to:

- EDA staff responsible for tasks relevant to the organization of the Annual General IF CEED Conference.
- B2MATCH, the entity acting as Processor of EDA, entrusted with organisational arrangements of the Annual General IF CEED Conference and its responsible staff.

Participants registered to the event, whose registration in the web platform has been validated by EDA, may access the contact details of other registered participants that have opted to have their information shared for the purpose of facilitating networking opportunities.

Certain categories of personal data processed may be disclosed to the venue hosting the Annual General IF CEED Conference as necessary for the admission of participants.

In case EDA undertakes to facilitate the accommodation arrangements for registered participants, personal data will be disclosed to the accommodation providers (hotels) as necessary. All EDA contractors are contractually obliged to ensure data protection compliance when processing personal data on behalf of EDA.

Subject to the conditions of Article 9 of Regulation (EU) 2018/1725, personal data of registered participants may be made available to the national authorities of the Member State where the Annual General IF CEED Conference is hosted, to the extent that national authorities may request and obtain access to perform tasks carried out in the public interest, or in the exercise of official authority vested in them.

6. MEANS OF PROCESSING AND MEASURES OF SECURITY OF THE DATA

The data will be collected and stored by the processor (B2MATCH) at the designated web portal for registration. B2MATCH organises the transfer and handling of data in a way that is appropriate and secure as defined in B2MATCH Terms of Service. Data between participants, the platform and EDA is transferred using the HTTP protocol.

A copy of the data will be stored in the EDA servers and computers which are located in the EDA facility, accessible only by authorised staff entrusted with the organisation of the event and only for the purposes of this processing activity.

7. RIGHT OF ACCESS TO YOUR PERSONAL DATA AND OTHER RIGHTS OF THE DATA SUBJECT

Data subjects can exercise the rights awarded to them by the Regulation (EU) 2018/1725. Data subjects have the right to request access to their personal data, the right to rectify any inaccurate or incomplete personal data, the right to request the deletion of their personal data, the right to request restriction of the processing of their personal data and the right to object to the processing. Data subjects have the right to withdraw their consent at any time, where processing is based on data subject's consent. Withdrawal of the consent does not affect the processing that took place prior to that.

Data subject requests will be handled within one month of receipt of the request and in accordance with Article 14(3) of the Regulation (EU) 2018/1725. If the data subject has any queries concerning the processing of his/her personal data, s/he may address them to the data controller at: circular.economy@eda.europa.eu, or to the data protection officer at: dataprotection@eda.europa.eu.

Data subject have the right to recourse to the EDPS.

8. RETENTION OF THE DATA

Data will be retained by EDA for the duration of the Annual General IF CEED Conference for the purposes outlined above under point 3 and will be used in this period for the activities related to the follow-up of the Annual General IF CEED Conference.

Data is deleted within 6 months after the Annual General IF CEED Conference activities are finished.

Personal data, other than contact details, are retained for auditing purposes for a period of 5 years after the year of termination of IF CEED activities, in accordance with the Regulation (EU) 2024/2509.

B2MATCH is entitled to perform anonymized analysis on transmitted data for statistical purposes.

9. LEGAL BASIS FOR THE PROCESSING OPERATION

Article 5(1)(a), (b) and (d) of Regulation 2018/1725 and Article 31 of Council Decision (CFSP) 2015/1835 of 12 October 2015 defining the statute, seat and operational rules of the European Defence Agency.

Processing is necessary to perform the tasks carried out by EDA in the public interest. EDA processes personal data of Experts/PoCs contributing to IF CEED activities, taking place within the framework of the tasks carried out by the Agency under Article 5 of the Council Decision (CFSP) 2015/1835 of 12 October 2015 defining the statute, seat and operational rules of the European Defence Agency.

Processing is necessary to comply with the Agency's legal obligations stemming from the Regulation (EU) 2024/2509 (Financial Regulation). This relates to personal data processed for financial and auditing purposes, contained in records and documents relevant to the funding and payments made for IF CEED activities.

Processing of participants' personal data is based on their consent for the participation to the IF CEED network of stakeholders established to facilitate networking opportunities, for image and audio recording during the meeting and conference sessions, and for the disclosure of dietary requirements.

10. CONTACT DPO

In case you have any questions or queries concerning data protection at the European Defence Agency, you can also contact the Data Protection Officer at dataprotection@eda.europa.eu.

11. RECOURSE TO EDPS

As a data subject you have the right to have recourse at any time to the European Data Protection Supervisor (<http://www.edps.europa.eu>) at edps@edps.europa.eu.