



Data Protection Notice for the EIC Summit 2021 on 07-08 December 2022

Your personal data is processed in accordance with Regulation (EU) No 2018/1725¹ on the protection of individuals with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data.

The data controller of the processing operation is the Head of Unit D.01 EIC Board, Strategy and EA Feedback to Policy of the European Innovation Council and SMEs Executive Agency (EISMEA). EISMEA-COMMUNICATION@ec.europa.eu

The following **entities process** your personal data on our behalf:

EventWork (registration platform), Events@EU (event App) and WebEx used to support the event activities on behalf of EISMEA and the European Commission.

Cecoforma SA, AUmediage, U Services Management Intrasoft, Action Global Communications Ltd. - EICsummit22@cecoforma.com and its approved third-party authorised sub processors: WOOGIE and its digital platform Beyond (hosting event's website, the online streaming and online speakers' interactions via Zoom), Fielddrive (onsite badging for all onsite participants), B2match (networking and matchmaking tool), Belgian Air Travel (travel agencies for pre-selected onsite participants), caterer provider

The legal basis for the processing activities are:

- Article 5(1)(a) of Regulation (EU) 2018/1725 because processing is necessary for the performance of a **task carried out in the public interest** (or in the exercise of official authority vested in the Union institution or body)² laid down in Union law;
- Article 5(1)(d) of Regulation (EU) 2018/1725 based on **your explicit prior consent** for your non-mandatory personal data indicated below.

The purpose(s) of this processing are to:

- Register via the platform EventWorks and manage participation of interested persons to the EIC Summit;
- Collect live feedbacks via Sli.do

¹ Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 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, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L295/39 of 21.11.2018).

² *EISMEA Establishment Act*: Commission Implementing Decision (EU) [2021/173](#) of 12 February 2021 establishing the European Climate, Infrastructure and Environment Executive Agency, the European Health and Digital Executive Agency, the European Research Executive Agency, the **European Innovation Council and SMEs Executive Agency**, the European Research Council Executive Agency, and the European Education and Culture Executive Agency and repealing Implementing Decisions 2013/801/EU, 2013/771/EU, 2013/778/EU, 2013/779/EU, 2013/776/EU and 2013/770/EU (OJ L 50/9 of 15.2.2021)

- Grant you access to the matchmaking and networking tool B2match (only upon prior approval)
- Inform participants about follow-up activities of the event (which may include follow up emails, monitoring and gathering your feedback on the event - through a satisfaction survey)
- Invite participants to the next edition of the EIC Summit
- Register to the EIC newsletter
- Collect information from participants regarding dietary restrictions, assistance or specific mobility requests
- Organise travel, accommodation and reimbursement of expenses for speakers, award finalists, ambassadors and exhibitors (when applicable)

The following of your personal data are collected: your title, first name, family name, organisation and organisation type, function, email address, country, role, sector, beneficiary. Moreover, for speakers and award finalists, biographies and pictures are also collected. All personal data are **mandatory** for the purpose(s) outlined above.

In addition, the following **non-mandatory** personal data are collected: LinkedIn handle and picture, dietary restrictions when relevant and mobility assistance when relevant. For speakers, award finalists, ambassadors, and exhibitors: bank account details if necessary for the organisation of their travel and accommodation. For participants, exhibitors, media and organisers a picture is collected.

For onsite participants, please note that the event will be **web-streamed and recorded** and it is possible that you will be recorded. It is also possible that **photographs** of you will be taken during the event and might be used for related communication purposes via EISMEA website, EISMEA social media accounts (Facebook, Twitter), participants' social media accounts and communication channels. Upon registration, you can give your explicit consent to have your image/voice recorded and published on related communication channels. In the absence of your consent, the organiser will try to find suitable alternatives, so that you can fully take part in the event, e.g. by offering an alternative area to follow the event.

The recipients of your personal data will be the authorised staff of the EISMEA Agency and Commission in charge of the organisation and follow-up of the event, EISMEA's contractor and sub-contractors as Cecoforma SA, AUmédiage, U Services Management, Intrasoft, Global Action Communications Ltd., contractor's approved third party tools and providers: WOOGIE, Fieldrive, Belgian Air Travel, Beyond, catering provider and bodies in charge of monitoring or inspection tasks in application of Union or national law (e.g. internal audits, Court of Auditors, European Anti-fraud Office (OLAF), law enforcement bodies).

The name of your organisation, your function and your name and surname are visible for other participants and organisers of the event after logging-in via the registration app of the event hosted by B2match.).

The recording of the plenaries and presentations from speakers will be publicly available (if agreed by the speakers) on the above mentioned, dedicated communication channels.

In addition, EISMEA will collect your first name, last name and professional e-mail address to potentially contact you and invite you to the next editions of the EIC Summit, upon your consent.

The event will be organised **using the following tools:**

For the purpose of hosting news and links to the registration platform, informing people about the EIC 2022 organisation (agenda, speakers' bio, satellite event...) and streaming recorded sessions, WOOGIE, third party sub processor under Cecoforma (contractor) responsibility.

For the purpose of organising the online speakers' interactions, WOOGIE will collect the data from speakers and sessions leaders: title, first name, last name, organisation, function, email address, country.

For the purpose of watching the streamed online sessions, including the possibility to use Slido, ask questions via a chat box, Beyond. Beyond is a commercial name given by WOOGIE/U-Service Management to a digital platform created in-house. Beyond collects from sessions organisers, moderators, speakers, exhibitors and participants title, first name, family name, organisation, function, email address, country).

WOOGIE and its digital platform Beyond host the collected personal data on servers in the EU. For information on how WOOGIE and Beyond uses cookies and processes personal data, please consult this link <https://woogie.studio/legal>.

For the purpose of interact for the online networking, including the possibility to chat, speak live with other participants, Zoom, third party tool under Cecoforma (contractor) responsibility, collects from sessions organisers, moderators, speakers, exhibitors and participants title, first name, family name, organisation, function, email address, country.). It hosts the collected personal data on servers in the EU. For information on how Zoom uses cookies and processes personal data, please consult this link <https://explore.zoom.us/docs/enus/privacy.html>

For the purpose of hosting networking and matchmaking activities, B2match, third party tool under Cecoforma (contractor) responsibility, collects from sessions organisers, moderators, speakers and participants title, first name, family name, organisation, function, email address, country, role, sector, beneficiary.). Moreover, B2match also collects the following information: time zone, organisation name, organisation description, logo and website, organisation address, city and country. It hosts the collected personal data on servers in Germany. For information on how B2match uses cookies and processes personal data, please consult this link <https://www.b2match.com/privacy-policy>

Participants who will provide their consent to use B2match will be able to access to the app via the B2match app, or via the EIC digital hub hosted by Cecoforma. The website will not provide any data, but a button will provide access to B2match. For information on how the EIC digital hub uses cookies and processes personal data, please consult this link <https://www.cecoforma.com/terms-and-conditions>

For the purpose of **registering to the event**, including collecting their personal data for the confirmation of participation, **EventWorks**, third party tool under the European Commission (DG SCIC) responsibility, collects from sessions organisers, moderators, speakers, exhibitors and participants title, first name, family name, organisation, function, email address, country,

role, sector, beneficiary). It hosts the collected personal data on servers in the EU. For information on how Event Works uses cookies and processes personal data, please consult this link: [DPO Public register \(europa.eu\)](https://european-commission.europa.eu/public-register)

For the purpose of hosting the event and managing the different side activities, including networking, accessing floorplans, accessing and replying to surveys, etc., Events@EUapp, third party tool under the European Commission (DG SCIC) responsibility, collects from sessions organisers, moderators, speakers and participants title, first name, family name, organisation, function, email address, country, role, sector, beneficiary. For information on how the app uses cookies and processes personal data, please consult this link: [DPO Public register \(europa.eu\)](https://european-commission.europa.eu/public-register)

Only for the onsite event, the purpose of badging onsite participants, including the printing of a dedicated badge, Fielddrive, third party tool under Cecoforma (contractor) responsibility, collects from sessions organisers, moderators, speakers, exhibitors and participants title, first name, family name, organisation, function, email address, country.). It hosts the collected personal data on servers in the EU. For information on how Zoom uses cookies and processes personal data, please consult this link <https://fielddrive.com/privacy>

For the purpose of organising travels for designated participants, Belgian Air Travel will collect their first name, family name, email address, country and ID number. Please find more information here: <https://www.belgianairtravel.be/politique-de-confidentialite/>

For the purpose of Q&A, quizzes, and polls, Slido, third party tool under the data controller's responsibility, collects the following personal data: first name (optional), last name (optional), email (optional), company (optional); IP address, language, website data, geolocation, and browser-generated information (including device information, operating system, device type, system, cookies or other technologies used to analyse users' activity). It hosts the collected personal data on servers in Europe. Sli.do's data privacy policy is available on the Register of the European Commission's Data Protection Officer: [DPO Public register \(europa.eu\)](https://european-commission.europa.eu/public-register).

Onsite participants will be asked to show their ID at the entrance for registration compliance and may be required to show their COVID safe ticket if applicable during the event period under the Belgium government regulations applied.

Some of your personal data **might be transferred** to third countries or international organisations as follows:

WebEx user-generated information is stored in the data center in customer's region as provided during the ordering process. Data is replicated across data centers within the same region to ensure availability. Cisco Webex Analytics Platform data, which utilizes Host and Usage Information, is stored in the United States. For free user accounts, the data defined in this privacy data sheet may be stored in a Webex data center outside the account holder's region. For more information, please see: [Cisco Webex privacy data sheet](#).

Slido is based in Slovakia, EU, but some of their staff and service providers work outside of Slovakia or the EU. This means your personal data may be transferred outside of the country where you live. Having said that, they will only transfer or share your personal data if there are sufficient controls in place to protect it. For specific information about which service providers they use, what for, what personal data they send them, where they will process that data and how they make sure it's protected, please see the [table of Processors \(Service](#)

[Providers](#)). For more information on sharing and transfers, please also see sections [3](#) and [4](#) of Slido Privacy Policy.

The processing of your data will **not include automated decision-making** (such as profiling).

The following technical and organisational security measures are in place to safeguard the processing of your personal data:

- All personal data in electronic format (e-mails, documents, databases, uploaded batches of data, etc.) are stored on the servers of EISMEA, the European Commission (and of its contractors if contractors are engaged to assist the controller in the organisation and management of meeting(s) or event(s);
- All processing operations are carried out pursuant to Commission Decision (EU, Euratom) 2017/46 of 10 January 2017 on the security of communication and information systems in the European Commission;
- In order to protect your personal data, EISMEA and the Commission has put in place a number of technical and organisational measures. Technical measures include appropriate actions to address online security, risk of data loss, alteration of data or unauthorised access, taking into consideration the risk presented by the processing and the nature of the personal data being processed. Organisational measures include restricting access to the personal data solely to authorised persons with a legitimate need to know for the purposes of given processing operations.
- EISMEA and Commission contractors are bound by specific contractual clauses for any processing operations of your personal data on their behalf and by the confidentiality obligations deriving from the General Data Protection Regulation ('GDPR' - Regulation (EU) 2016/679)

From the contractor side, the following technical and organisational security measures are in place to safeguard the processing of your personal data:

- Data minimisation: Cecoforma only collects and processes the strictly necessary data for the correct execution of their missions.
- Organisational measures: Cecoforma follows internal policies & procedures and deliver training to employees and partners.
- Cecoforma's partners and sub-contractors are bound by contractual clauses defining the same level of data protection; data processing agreements set out the nature of processing and the type of data they are mandated to process according to their instructions.
- They have appointed a DPO (dpo@cecoforma.com) who you may contact for all your questions about data processing activities at Cecoforma.

You can find further information at: <https://www.cecoforma.com/terms-and-conditions>.

Your personal data will be kept for a maximum period of 3 years from 28 September 2022. Data will be deleted at the end of this period.

“You have the right to access your personal data and to request your personal data to be rectified, if the data is inaccurate or incomplete; where applicable, you have the right to request restriction or to object to processing, to request a copy or erasure of your personal data held by the data controller. If processing is based on your consent, you have the right to withdraw your consent at any time, without affecting the lawfulness of the processing based on your consent before its withdrawal.

Your request to exercise one of the above rights will be dealt with without undue delay and within **one month**. Your right to information, access, rectification, erasure, restriction or objection to processing, communication of a personal data breach or confidentiality of electronic communications may be restricted only under certain specific conditions as set out in the **applicable [Restriction Decision](#)** in accordance with Article 25 of Regulation (EU) 2018/1725.”

If you have **any queries** concerning the processing of your personal data, you may address them to the Head of Unit D.01 EIC Board, Strategy and EA Feedback to Policy of the European Innovation Council and SMEs Executive Agency (EISMEA) - (entity acting as data controller) via EISMEA-COMMUNICATION@ec.europa.eu

You shall have the right of recourse at any time to the EISMEA Data Protection Officer at EISMEA-DPO@ec.europa.eu and to the European Data Protection Supervisor at <https://edps.europa.eu>.

November 2022