



**PRIVACY NOTICE ON PERSONAL DATA PROTECTION REGARDING**  
**2022 Inter-Agency Legal Network (IALN) – Plenary Meeting**  
**17-18 November 2022**

The objective of this Notice is to inform you about the collection and processing of your personal data in line with the applicable Data Protection Regulation (EU) 2018/1725<sup>1</sup>.

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**1. Why does F4E process your personal data? Whose data is processed?**

This processing concerns the personal data of the participants to the 2022 IALN Plenary Meeting, of the speakers and other persons whose personal data appear in the meeting documentation (e.g. agenda, presentations, reports).

Your personal data is collected and further processed for the purposes of coordinating, organising and managing the meeting; this includes in particular:

- The management of contact lists and registration forms, publication of presentations on EUAN

Extranet, the management and publication of feedback survey.

- Presentations, live web-streaming of speakers and participants in the context of the meeting, participants lists.
- Documents circulated during and after the meeting, satisfaction surveys, information on dietary requirements.
- Registration to the event and satisfaction surveys will be done via the EU Survey tool. See privacy notice [here](#).
- Information processed to access F4E premises is subject to a separate privacy notice. See here privacy notice on [Access control to the building in Barcelona \(24Z2UQ\)](#)

## 2. What is the justification for the processing?

Processing of your data is necessary for the **performance of F4E tasks** on the basis of the F4E founding instrument and/or other legal instrument adopted on the basis thereof or for compliance with a specific legal obligation F4E is subject to.

It is based on:

Council Decision of 27 March 2007 “establishing the European Joint Undertaking for ITER and the Development of Fusion Energy and conferring advantages upon it” - 2007/198/Euratom, as last amended by Council Decision of 22 February 2021 (2021/281 Euratom), O.J. L 62, 23.02.2021, p.8, in particular Article 6 thereof;

Statutes annexed to the Council Decision (Euratom) No 198/2007 “establishing the European Joint Undertaking for ITER and the Development of Fusion Energy and conferring advantages upon it”, as last amended on 22 February 2021, in particular Article 10 thereof;

Terms of Reference of the EU Agencies Network (EUAN) available upon request at [coordination@euan.europa.eu](mailto:coordination@euan.europa.eu)

IALN 2022 Work Programme.

- Participants to the trainings including speaker and all the IALN members (data visible on MS Teams and in presentations);
- ICT Officer responsible for MS Teams, if necessary for technical support.

In order to perform the tasks referred to in section 1, F4E resorts to external providers (Processors):

- MS Teams (<http://privacy.microsoft.com>)
- EU Survey (<https://ec.europa.eu/eusurvey/home/privacystatement>)
- *Catering*
- *Restaurant*

As Controller F4E ensures that the Processor applies the necessary safeguards to process your data safely and in accordance with the Regulation (EU) 2018/1725.

Also, only if appropriate and necessary, for monitoring or inspection tasks, access may be granted to:

- Director of F4E
- Head of Admin
- Head of the Legal Service Unit, and/or responsible Legal Officer
- F4E DPO and Anti-Fraud & Ethics Officer
- IAC / IAS / IDOC / ECA

No personal data is shared with third parties for direct marketing purposes.

## 3. Which data is F4E processing?

The only personal data collected and further processed is the information you provide in connection with your participation to the meeting. The information may relate to all or part of the following data: your title, name, professional contact details (e-mail address, telephone number(s) (direct and mobile), employer's name and address), dietary requirements, live web-streaming of speakers and participants, presentations of speakers as they could be published in the context of the meeting or for communication purposes.

## 4. Who has access to your data?

The following people have access to your personal data:

- F4E staff responsible for the coordination, organisation and management of the meeting;
- The catering company and the restaurant for dietary requirements;
- EU Agencies Network – Shared Support Office;

## 5. How long does F4E store your data?

Your personal data is kept as long as necessary for the purposes of the organisation and management of the related meeting, as well as for any follow-up actions the meeting may entail.

Your personal data will generally be deleted from databases three months after the last action in relation to the meeting.

Presentations of speakers in the context of the training session will be kept until the speakers request F4E to remove their personal data.

## 6. Does F4E intend to transfer my data to third countries or International Organisations?

Your personal data processed through MS Teams is stored on EU-based servers. However, as MS Teams is a company headquartered in the US the federal authorities may request access to them in specific

circumstances. F4E applies the necessary safeguards to provide adequate protection.

#### **7. What are your rights in relation to your data and how can you exercise them?**

You have the right to access your personal data, to correct any inaccurate or incomplete data, to request restriction or erasure, or to object to the processing, pursuant to Articles 14(3) and 17-23 of Regulation (EU) 2018/1725.

Any request to exercise one of those rights should be directed to the Controller ([Isu-DP@f4e.europa.eu](mailto:Isu-DP@f4e.europa.eu)). Where you wish to exercise your rights in the context of one or several specific processing operations or files, please provide their description and reference(s) in your request.

Exceptions based on Article 25 of Regulation (EU) 2018/1725 may apply [See Governing Board Decision of 9 December 2019<sup>2</sup>]. In that case, the data subject

shall be informed of the principal reasons for applying such restrictions.

#### **8. Contact details of the Data Protection Officer**

You may contact the Data Protection Officer (DPO) of F4E ([DataProtectionOfficer@f4e.europa.eu](mailto:DataProtectionOfficer@f4e.europa.eu)) with regard to issues related to the processing of your personal data under Regulation (EU) 2018/1725.

#### **9. Right to lodge a complaint**

You have the right to lodge a complaint to the European Data Protection Supervisor ([EDPS@edps.europa.eu](mailto:EDPS@edps.europa.eu)), if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data by F4E.

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<sup>i</sup> Regulation (EU) 2018/1725 of 23 October 2018 “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”. O.J 21.11.2018, L295/39. This Privacy Notice is in line with Article 14 and 15 of that Regulation (Principle of Transparency).

<sup>2</sup> [O.J., 10.02.2020, L 37/18](#).