

## Data Protection notice

### *Processing of personal data for events organized by the European Union Agency for Railways*

#### 1. Introduction

This notice explains the reason for the processing of your personal data in the context of the **Rail Data Forum**. It explains the way we collect, handle, and ensure protection of all personal data provided, how that information is used and what rights you have in relation to your personal data. It also specifies the contact details of the responsible Data Controller with whom you may exercise your rights, the Data Protection Officer and the European Data Protection Supervisor.

Your personal data are processed in accordance with [Regulation \(EU\) 2018/1725](#) of the European Parliament and of the Council 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 and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC.

For more information about the processing in question, you are invited to contact ERA through the addresses provided in section "Contacts".

#### 2. Controller of the processing operation

The Controller determining the purpose and means of the processing of your personal data is the European Union Agency for Railways (ERA). The entity responsible for managing the personal data processing is the Head of Monitoring, Analysis, Research and Stakeholders Unit.

#### 3. Purpose of the processing operation

The EU Agency for Railways collects and further processes your personal data to provide you with information about the **Rail Data Forum** (before, during and after) and to process your application for participation in that event.

Audio-visual recording of the speakers, organisers and participants, as well as photographs of the speakers and panoramic photographs of participants and organisers will be taken and published in the context of the event at the Agency communication channels (e.g., website, YouTube, social media, etc.).

Participants that do not wish to be part of the above recording/publishing activities have the possibility to object to this processing. Objecting participants will sit in specific areas and will obtain a special badge. Regarding Questions & Answers sessions/debates etc. the objecting participants will be instructed to send anonymously their questions via the pool tool.

#### 4. Data Processed

Only data necessary for the organisation and management of the conference will be processed. Those could be:

- *title (not compulsory)*
- *name*
- *surname*
- *profession/ job-title*
- *organisation and professional contact details*
- *VAT number if applicable*
- *financial information (such as a payment card number)*
- *Live web streaming and/or audio and video recording, pictures of participants*
- *Live web streaming and/or audio and video recording, pictures, biographies, presentations of speakers and other materials, processed and published in the context of the event.*

For the **Rail Data Forum**, the controller must obtain consent for the processing operations indicated below.

- *Photographs and/or audio-visual recordings taken during the event on behalf of the EU Agency for Railways by an authorised external service provider or by ERA staff itself and used in promotion and dissemination material for instance through the Agency website, social media or Youtube channel.*
- *a list of participants' contacts (email address, name, surname, organisation) shared with those that share their agreement.*

The speakers are reminded that their consent to be recorded, filmed or/and photographed is mandatory to play such role at the conference.

If you opt-in, you are giving us your explicit consent under Article 5(1)(d) of Regulation (EU) 2018/1725 to process your personal data for those specific purposes. You can give your consent via a clear affirmative act by ticking the box(es) on the online registration form or in the provided consent form.

Regarding payment of the registration fees, if credit card is the preferred option they are processed through the Stripe platform ([Privacy Policy stripe.com](https://www.stripe.com/privacy-policy)), or alternatively via bank transfer.

The data controller shall not be held accountable for any processing of personal data that you might carry out on your own initiative during or after the event.

ERA or contractors may collect feedback on the event from the participants anonymously.

#### 5. Recipients of personal data

Access to your personal data is provided to the EU Agency for Railways responsible for carrying out this processing operation and to Agency contractors according to the “need to know” principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

All recipients of the data are reminded of their obligation not to use the data for any further purpose other than the one for which they were collected.

The personal information collected will not be communicated to third parties, except where necessary for the purposes outlined and to the entities identified above.

Personal data is not intended to be transferred to a third country outside the EU.

However, upon publication e.g., in social media, YouTube, Web any individual could be a potential recipient of the personal data published on the internet.

## 6. Your Rights as data subject

You have the **right to access** your personal data, which is the right to obtain confirmation about your data processed by the Agency and the **right to ask for correction** of any inaccurate or incomplete personal data. You have also the **right to object to the processing or request the erasure** of your personal data, which will be implemented as soon as your specific request will have been deemed legitimate.

Generally, you may withdraw your consent at any time by writing at [AOD.mars@era.europa.eu](mailto:AOD.mars@era.europa.eu), and that will not affect the lawfulness of the processing of your personal data prior to such withdrawal.

However, published materials based on prior written consent cannot be withdrawn, due to the public availability of contents through web communication channels (Agency's website, YouTube channel, social media channels).

If you have any queries concerning the processing of your personal data, you may address them to the data Controller. You will find the address in the Contacts below.

## 7. Legal basis for the processing operation

Legal basis:

[Regulation \(EU\) 2016/796](#) and [MB Decision n°333 of the Management Board of the European Union Agency for Railways adopting the ERA Multi-annual Communication and Dissemination Plan for 2024-2028](#)

Lawfulness:

The above data processing operation is carried out in accordance with Art. 5.1 (b) and 5.1 (d) of Regulation (EU) 2018/1725: processing is necessary for compliance with a legal obligation to which the controller is subject and upon consent.

## 8. Time limit for storing the data

All personal data are kept by the contractor for 6 months following the conference date.

## 9. Contacts

All your requests concerning your data protection rights may be addressed to the Data Controller at [AOD.mars@era.europa.eu](mailto:AOD.mars@era.europa.eu).

In case you have any questions related to the protection of your personal data, you may also contact the ERA Data Protection Officer at [DataProtectionOfficer@era.europa.eu](mailto:DataProtectionOfficer@era.europa.eu).

You have at any time the right of recourse to the European Data Protection Supervisor at [edps@edps.europa.eu](mailto:edps@edps.europa.eu).