

Data Protection notice

Processing of personal data for meetings and 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 **European Rail Safety Days Conference**. 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 (EC) 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 European Rail Safety Days Conference (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 website and Youtube.

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.

4. Data Processed

Only data necessary for the organisation and management of the conference, such as gender (needed for the right title)/ name/surname/profession/ postal & e-mail addresses/phone number / name of organisation/ city/ country/ street and number/ postcode/ professional e-mail address/professional telephone number/ VAT number, if applicable / financial information (such as a payment card number or bank account details)/Live web streaming and/or audio, video recording and pictures of speakers and participants, presentations of speakers could be processed and published in the context of the event.

For events with external participants, the controller has to obtain consent for the processing operations indicated below.

- Your consent is required because:
 - Photographs and/or audio-visual recordings will be taken during the event on behalf of the EU Agency for Railways by an authorised external service provider. If you do not wish your photo to be taken nor being recorded during the event, please notify safetydays2023@era.europa.eu so that we can make the necessary and appropriate arrangements during the event.
 - Pictures and video-recording may be published afterwards on the EU Agency for Railways website. If your image appears in these photographs or in their background and you wish the pictures to be removed from the website, you can contact safetydays2023@era.europa.eu by specifying your request.
 - Payment of the registration fees will be processed through the Stripe platform (if credit card is the preferred option), or alternatively bank transfer.
 - After the event an evaluation form will be sent to collect feedback and customer satisfaction.
 - Your personal data could be retained to invite you to future events the data controller may organize.
 - Finally, a list of participants will be shared with those that share their agreement.

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.

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.

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.

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.

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:

Article 39 of Regulation (EU) 2016/796 and [Decision n°320 of the Management Board of the European Union Agency for Railways adopting the ERA Communication and Dissemination Plan for 2023](#).

Lawfulness:

The above data processing operation is carried out in accordance with Art. 5(b) and 5 (d) of Regulation (EC) 2018/1725: processing is necessary for the performance of a task carried out in the public interest.

8. Time limit for storing the data

All personal data are kept by the Agency for 2 years following that one when the conference was organized.

9. Contacts

All your requests concerning your data protection rights may be addressed to the Data Controller at communication@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.

You have at any time the right of recourse to the European Data Protection Supervisor at edps@edps.europa.eu.