

PROTECTION OF YOUR PERSONAL DATA

This privacy statement provides information about the processing and the protection of your personal data.

Processing operation: Live streamed information session on Light Commercial Vehicles (LCVs) in international carriage of goods or cabotage

Data Controller: European Labour Authority, Information and EURES Unit

Record reference: DPR-ELA-2022-0023

Table of Contents

- 1. Introduction**
- 2. Why and how do we process your personal data?**
- 3. On what legal ground(s) do we process your personal data?**
- 4. Which personal data do we collect and further process?**
- 5. How long do we keep your personal data?**
- 6. How do we protect and safeguard your personal data?**
- 7. Who has access to your personal data and to whom is it disclosed?**
- 8. What are your rights and how can you exercise them?**
- 9. Contact information**
- 10. Where to find more detailed information?**

1. Introduction

The European Labour Authority (hereafter 'ELA') is committed to protect your personal data and to respect your privacy. ELA collects and further processes personal data pursuant to [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 (repealing Regulation (EC) No 45/2001).

This privacy statement explains the reason for the processing of your personal data, in the context of the Live streamed information session on Light Commercial Vehicles (LCVs) in international carriage of goods or cabotage. 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.

The information in relation to processing operation "**Live streamed information session on Light Commercial Vehicles (LCVs) in international carriage of goods or cabotage**", undertaken by European Labour Authority, Information and EURES Unit, is presented below.

2. Why and how do we process your personal data?

Purpose of the processing operation: The Information and EURES Unit collects and further processes your personal data in the context of organising and live-streaming an online event dedicated to Light Commercial Vehicles (LCV) drivers and operators.

The purpose of this processing is to ensure the effective organisation, promotion, and delivery of the event, as well as to facilitate broad and easy access for the target audience, namely professionals involved in the international carriage of goods and cabotage within the EU.

The event is designed to be accessible in a simple and flexible way, allowing viewers to join without prior registration and to follow the session in real time or on demand. For this reason, the event is live-streamed via YouTube, enabling wide public accessibility and maximising outreach across the EU.

Personal data may be processed through communication tools used for the organisation of the event, as well as through audio-visual means (such as microphones and cameras) during the live-streaming of the session.

For platforms and tools used to organise and manage digital events, the following records will apply:

- DPR-ELA-2022-0023 ELA live, hybrid and digital events, seminars, workshops, conferences, meetings, open/celebration/information days and visits.
- Microsoft Teams: O365 environment, European Labour Authority Record DPR-ELA-2022-0012 Office 365.
- DPR-EC-06687.2 Slido - Audience Interaction Software

For the purposes of live streaming, viewers accessing the event via YouTube are subject to the processing of their personal data in accordance with YouTube's [Terms of Service](#) and [Privacy Policy](#).

Also, before, during, and after the event, viewers will have the possibility to submit questions and comments through a Slido session in anonymous mode, enabling interactive engagement with the content of the event in a simple and accessible manner.

Slido, as a third-party service provider, may process certain data in accordance with its own [Terms of Service](#) and [Privacy Policy](#), to which viewers agree by using the platform.

3. On what legal ground(s) do we process your personal data?

We process your personal data, because, according to Article 5(1)(a) of Regulation (EU) 2018/1725, the 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.

The processing operations on personal data of the speakers for the “Live streamed information session on Light Commercial Vehicles (LCVs) in international carriage of goods or cabotage”, with whom a contract is concluded, are carried out in line with the contractual provisions. Consequently, that processing is necessary and lawful under Article 5(1)(c) of Regulation (EU) 2018/1725 (processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract).

Also, your consent is required for:

- the publication of your personal data contained in minutes, reports, powerpoint presentations or relevant documentation used during meetings on a publicly available website or printed to illustrate communication material, photo albums and/or videos.
- Individual and/or groups photographs or audio-visual recordings.

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, as a speaker, can give your consent via a clear affirmative act by ticking the box(es) on the online registration form.

Your consent for these services can be withdrawn at any time, by contacting the controller of this event at information@ela.europa.eu

4. Which personal data do we collect and further process?

In order to carry out this processing operation, Information and EURES Unit collects the following categories of personal data:

- First name and last name of speakers, as well as the name of the organisation they represent. During the event, the image and voice of speakers, together with any information and content they choose to share (i.e. role, email address, organization/institution, presentation materials or other information presented), may be processed and broadcast via the live streaming service.
- Recordings of the event, or extracts thereof, may be published at a later stage on the ELA website and/or ELA social media, making some personal data publicly available. Where audio-visual recordings of speakers, as well as event-related materials (such as presentations, reports or other documentation) that may contain personal data are envisaged for recording and/or publication, such processing is subject to the prior collection of the data subject’s explicit consent.

- For viewers accessing the event via live streaming on YouTube, no personal data is collected or processed by ELA. The live chat and any interactive features (such as comments) are disabled, and therefore no viewer interactions are visible during the stream. In addition, no information related to viewers (such as usernames, comments, or other identifiable data) is accessible to ELA. However, the platform provider (YouTube) may process personal data in accordance with its own Terms of Service and Privacy Policy. Accessing the event via the platform constitutes acceptance of these terms.
- The Slido session is configured in anonymous mode. As such, the European Labour Authority does not collect or process any personal data through viewers' use of Slido. Viewers are therefore requested not to include personal data or any information that could permit the identification of themselves or another individual in their questions or comments. However, Slido, as a third-party service provider, may process certain data in accordance with its own Terms of Service and Privacy Policy, to which viewers agree by using the platform.

5. How long do we keep your personal data?

The Information and EURES Unit keeps your personal data for the time necessary to fulfil the purpose of collection or further processing.

- In case of audio-visual recording of the live-streamed events the recordings will be kept for **two (2) years** after the event before being deleted. More information is available in the Record of Processing DPR-EC-00306 (Web-streaming of Commission events).
- In case of individual and/or group photographs or videos of the event, the recordings will be kept for **two (2) years** after the event before being deleted.

6. How do we protect and safeguard your personal data?

All personal data in electronic format (e-mails, documents, databases, uploaded batches of data, etc.) are stored either on the servers of the European Labour Authority or of its contractors.

ELA's contractors are bound by a specific contractual clause for any processing operations of your data on behalf of ELA, and by the confidentiality obligations deriving directly from the General Data Protection Regulation in the EU Member States ('GDPR' [Regulation \(EU\) 2016/679](#).)

In order to protect your personal data, ELA has put in place a number of technical and organisational measures in place. 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 this processing operation.

Any interaction with third-party platform (namely: YouTube, Slido) is governed by their own data protection, privacy, as well as technical and organisational security measures, and is therefore not covered by the present ELA data protection framework. Such measures are defined and implemented independently by the respective provider.

7. Who has access to your personal data and to whom is it disclosed?

Personal data of speakers in the event are accessed and processed by Information and EURES Unit responsible for the organisation and management of the live steamed event, strictly on a “need to know” basis. Such staff abide by statutory obligations and, where required, additional confidentiality agreements.

Personal data of speakers participating in the event, as well as live streaming and recordings and event-related materials, will be made available to individuals who follow ELA’s official communication channels, including its website and social media platforms. Speakers’ prior consent will be obtained and verified by Information and EURES for the organisation and management of the event.

ELA does not intend to transfer personal data to third countries. However, where event-related content is made available through third-party platform (namely: YouTube, Slido), personal data may be processed by this platform in accordance with their own policies, which may involve transfers to third countries.

The information we collect will not be given to any third party, except to the extent and for the purpose we may be required to do so by law.

8. What are your rights and how can you exercise them?

You have specific rights as a ‘data subject’ under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725, in particular the right to access, your personal data and to rectify them in case your personal data are inaccurate or incomplete. Where applicable, you have the right to erase your personal data, to restrict the processing of your personal data, to object to the processing, and the right to data portability.

You have the right to object to the processing of your personal data, which is lawfully carried out pursuant to Article 5(1)(a) on grounds relating to your particular situation.

You have consented to provide your personal data to the respective ELA Unit/Sector for the present processing operation. You can withdraw your consent at any time by notifying the Data Controller. The withdrawal will not affect the lawfulness of the processing carried out before you have withdrawn the consent.

You can exercise your rights by contacting the Data Controller, or in case of conflict the Data Protection Officer. If necessary, you can also address the European Data Protection Supervisor. Their contact information is given under Heading 9 below.

Where you wish to exercise your rights in the context of one or several specific processing operations, please provide their description (i.e. their Record reference(s) as specified under Heading 10 below) in your request.

9. Contact information

- The Data Controller

If you would like to exercise your rights under Regulation (EU) 2018/1725, or if you have comments, questions or concerns, or if you would like to submit a complaint regarding the

collection and use of your personal data, please feel free to contact the Data Controller:

information@ela.europa.eu

- **The Data Protection Officer (DPO) of ELA**

You may contact the Data Protection Officer (data-protection@ela.europa.eu) with regard to issues related to the processing of your personal data under Regulation (EU) 2018/1725.

- **The European Data Protection Supervisor (EDPS)**

You have the right to have recourse (i.e. you can lodge a complaint) to the European Data Protection Supervisor (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 the Data Controller.

10. Where to find more detailed information?

ELA Data Protection Officer (ELA DPO) publishes the register of all processing operations on personal data by ELA, which have been documented and notified to her. You may access the register via the following link: <https://www.ela.europa.eu/en/privacy-policy>

This specific processing operation has been included in the DPO's public register with the following Record reference: DPR-ELA-2022-0023 ELA live, hybrid and digital events, seminars, workshops, conferences, meetings, open/celebration/information days and visits.