



Data Protection Notice

10th European Summit of Regions and Cities,

Mons, Belgium – 18-19 March 2024

1. Introduction

The European Committee of the Regions (CoR) is committed to respecting and protecting your personal data in accordance to [Regulation \(EU\) 2018/1725 \(EUDPR\)](#). The Walloon Region of Belgium (WR) is committed to respecting and protecting your personal data in accordance to [Regulation \(EU\) 2016/679 \(GDPR\)](#).

Your personal data may be collected and processed for the requirements and objectives of the 10th European Summit of Regions and Cities.

2. Who is responsible for the processing of your personal data?

The 10th European Summit of Regions and Cities is organised by the European Committee of the Regions (CoR) and the Walloon Region of Belgium (WR), who are the joint data controllers in charge of the processing of your personal data.

The CoR is in charge of the general coordination and program of the event; the participant registration system; the travel/accommodation costs management for certain categories of participants/speakers/staff/facilitators; the videoconferencing/recording/broadcast management; the interpretation; the managing of media/journalists; the institutional communication activities; the assessment and reporting.

The WR is in charge of the venues for the Summit; the technical equipment; the transportations/commuting; the catering services; the security services; other communication activities; photographic coverage of the event; the organisation of reception and cultural events.

For CoR, the responsible service (delegated controller) for processing your personal data is the Unit D2- Events and Local Dialogues (summitmons2024@cor.europa.eu).

For the WR the responsible service for processing your personal data is the Unit Wallonia-Brussels International - European Union Department (j.bricq@wbi.be).

3. What is the purpose of the processing?

Your personal data will be processed in order to:

- register you to the 10th European Summit of Regions and Cities;
- provide you access to the venue;
- be linked to the corresponding category of participants for specific organisational and administrative reasons;
- be able to respond to your personal special requirements (mobility, food preferences, etc.);
- to maintain the possibility to update registration data;
- provide you useful guidelines/instructions on this particular event (with your consent only);
- fulfil the communication objectives of the 10th European Summit of Regions and Cities (with your consent only);
- share your name with the other participants (with your consent only);
- send you invitations to future events the CoR and/or WR may organise (with your consent only).

Live web streaming, audio-video recording and images of the speakers and the participants, as well as photographs of groups of participants and organizers are taken and published in the context of the event's activities on media, Internet and social media.

The CoR and the WR are not responsible for recordings (such as photographs or videos) made by participants in a private capacity.

4. What is the legal basis for the processing?

The legal basis for the processing of your personal data collected for the organisation and management of this *10th European Summit of Regions and Cities* by the CoR is Article 5(1)(a) of Regulation (EU) 2018/1725 for 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 a Union institution or body. The CoR exercises its tasks as set out in Articles 300 and 305-307 of the Treaty on the Functioning of the European Union.

Additionally, [Regulation \(EU\) 2016/679 \(General Data Protection Regulation\)](#) applies to the processing of your personal data collected for the organisation and management of this *10th European Summit of Regions and Cities* by the Walloon Region. The legal basis for the processing of your personal data, necessary for the performance of a task carried out in the public interest, as WR exercises its tasks as set out in article 1 of the Belgian Constitution and article 3 of the Special Law of August 8, 1980 on institutional reforms (LSRI).

The processing of your personal data, that is not falling under the above mentioned legal bases, will be carried out based on your consent (Article 5(1)(d) of [Regulation \(EU\) 2018/1725](#) in the case of the CoR and Article 6(1)(a) of [Regulation \(EU\) 2016/679](#) in the case of the WR).

5. What personal data are processed?

The following personal data will be processed:

- information necessary for your registration: title, first name, surname, country of residence/occupation, e-mail, phone number, name of organisation;
- information necessary for access to the conference venues: number of ID card/passport, date of birth; place of birth; nationality and in the case of a VIP guest the following personal data will be processed: first name, surname, role (such as minister, ambassador, etc.) and vehicle registration number;
- information necessary for specific organizational, administrative and financial (reimbursement) purposes: participant's category (Young Elected Politicians, EU Councillors, speakers, journalists).
- photos, audio and video recordings and web streaming related to the 10th European Summit of Regions and Cities.

Your consent is required for:

- information necessary for commuting services: Hotel reservations, arrival/departure details;
- information necessary for special requirements: disabilities, food preferences;
- invitations to future events the CoR and/or WR may organise.

You can provide your consent via the event registration form or onsite at the registration desk during the event.

6. Who are the recipients or categories of recipients of your personal data?

The recipients of your data will be:

- CoR and the WR staff in charge of coordinating, organising, managing and following-up this event;
- CoR's and WR's contractors related to the event, only to the point and extend needed to perform their duties, acting only under instructions from CoR and WR and in compliance with the agreed purposes of processing and Article 29 of Regulation (EU) 2018/1725 and Article 28 of Regulation (EU) 2016/679, respectively.

Under certain conditions defined in law, we may disclose your information to third parties (such as the European Anti-Fraud Office, the Court of Auditors or law enforcement authorities) if it is necessary and proportionate for lawful, specific purposes.

We will never share your personal data for direct marketing purposes.

Photographs and/or audio and video recordings could be published in the context of the 10th European Summit of Regions and Cities and in the framework of CoR and WR activities on the web, including via social media. If need be, the files containing the video materials may be slightly altered (for example, brightness and contrast) so that they can be used for the purposes for which they were taken.

Some live web streaming, video recording and images of the speakers and the participants, as well as photographs of groups of participants and organizers are taken and published in the context of the event activities (during and afterwards).

We use social media to provide information about and promote the 10th European Summit of Regions and Cities through widely-used channels: [Facebook](#), [X](#) (former *Twitter*), [LinkedIn](#), [Instagram](#) and [YouTube](#). The use of social media does not in any way imply endorsement of their privacy policies. In

the event that one or more social media are unavailable, we accept no responsibility for lack of service due to their downtime. We recommend that users read the [Facebook](#), [X](#), [LinkedIn](#), [Instagram](#) and [YouTube](#). privacy policies. Each company explains its policy of data collection and processing, its use of data, user rights and the ways in which users can protect their privacy when using these services.

7. Are your personal data transferred to a third country (non-EU Member State) or international organisation?

Your personal data are not transferred to non-EU member states or to international organisations, apart the communication by Internet and social media.

8. How can you exercise your rights?

You have the right to access your personal data, to rectify any inaccurate or incomplete personal data, to restrict (under certain conditions) the processing of your personal data, to request the deletion of your personal data (if processed unlawfully) and, where applicable, the right to data portability.

You have the right to object to the processing of your data on grounds relating to your particular situation, at any time.

You also have the right to withdraw your consent at any time. Please note that withdrawal of consent will not have retroactive effect.

You can direct your queries to summitmons2024@cor.europa.eu or to j.bricq@wbi.be. Your query will be dealt without undue delay and in any event within one month of receipt of the request. That period may be extended by two further months where necessary.

You have the right to lodge a complaint with 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 CoR. If you consider that your rights under Regulation (EU) 2016/679 have been infringed as a result of the processing of your personal data by the WR, you can lodge a complaint with the Belgian Data Protection Authority (dpo@apd-gba.be).

9. How long are your personal data kept for?

Your data (excluding photos, audio and video recordings that have been published) will be kept for a maximum period of 12 months after the end of the event, unless you explicitly agree to your contact details being kept in order to receive invitations to future similar events organised by the CoR and/or the WR.

In accordance with Article 75 of Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union, financial data is kept for at least five years from the date on which the European Parliament gives discharge for the financial year to which the documents relate.

Concerning accreditation, your ID card or passport number is kept for 12 months.

Your photos, audio and video recordings that have been published (for example on the web or in publications) will remain in that format indefinitely.

10. Are personal data collected used for automated decision-making, including profiling?

The CoR will not use your personal data to make automated decisions about you. "Automated decisions" are defined as decisions made without human intervention.

11. Will your personal data be further processed for a purpose other than that for which the data were obtained?

Your personal data will not be further processed for a different purpose.

12. Who can you contact if you have queries or complaints?

If you have any further questions about the processing of your personal data by the CoR, please contact first the unit in charge of the processing of your personal data: D2- Events and Local Dialogues (summitmons2024@cor.europa.eu). You may also contact the Data Protection Officer of the CoR (data.protection@cor.europa.eu) and/or the [European Data Protection Supervisor](#) (edps@edps.europa.eu) at any time.

If you have any further questions about the processing of your personal data by the WR, please contact first the entity in charge of the processing of your personal data: Unit Wallonia-Brussels International - European Union Department (j.bricq@wbi.be). You may also contact the Data Protection Officer of the WR and/or Belgian Data Protection Authority (dpo@apd-gba.be) at any time.