



EUROPEAN DATA PROTECTION SUPERVISOR

EDPS IPEN 2024

HUMAN OVERSIGHT ON AUTOMATED DECISION-MAKING

DATA PROTECTION NOTICE

The European Data Protection Supervisor (EDPS) and Karlstad University (KAU) process your personal data to organise and manage the IPEN 2024 event (“the Event”) on “Human oversight on automated decision-making” on 3 September 2024. This is a hybrid event (participants can attend it in the premises of KAU or online).

Personal data will be processed for the following **purposes**: handling invitations and managing participation; reporting on the event and event follow-ups (such as sharing presentations among participants and information on future similar events); providing access to the video-conference tool; recording of the conference and taking photos of the event for dissemination purposes; manage participation of the participants, their security and the good deployment of the Event.

The EDPS processes your personal data based on [Regulation \(EU\) 2018/1725](#) of the European Parliament and of the Council 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, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (“the Regulation”).

KAU processes personal data in accordance with the [Regulation \(EU\) 2016/679](#) on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (General Data Protection Regulation - “the GDPR”).

We provide the following information based on Article 15 and 16 of the Regulation and Article 13 and 14 of the GDPR.

Who is the controller?

The EDPS and KAU are joint controllers for this personal data processing activity.

The **EDPS** is responsible for the registration of speakers, video and photo materials to be recorded and disseminated by the EDPS on its behalf.

EDPS contact details:

Postal address: Rue Wiertz 60, B-1047 Brussels
Office address: Rue Montoyer 30, B-1000 Brussels
Telephone: +32 2 283 19 00
Email: edps@edps.europa.eu

Contact form for enquiries on processing of personal data to be preferably used:
https://www.edps.europa.eu/about-edps/contact_en.

For more information on the EDPS please consult our website: <https://edps.europa.eu>.

KAU is responsible for managing the participation, participants' security and the good deployment of the Event. Also, it is responsible for the dissemination of video and photo materials, on its behalf, on its website and social media accounts.

KAU contact details:

Karlstads Universitet
Registrator
651 88 Karlstad
Email: registrator@kau.se

KAU Data Protection Officer email: dpo@kau.se

For more information on KAU consult the website: <https://www.kau.se>

For the use of the videoconference tool Cisco Webex (part of the unified communication tools provided to the EDPS by the European Parliament (EP)), the EDPS and the EP are separate controllers.

In accordance with the [EP Data Protection Statement](#), *'The Individual Equipment and Logistics Unit (EQUILOG Unit) is not controller for business processing operations on the usage of video/audio/chat services by EP's entities and client EUIs' entities, acting as controllers for the use of video/audio/chat services (i.e. using video/audio/chat services for their own business purposes). These entities are responsible for the business processing of data in video/audio/chat conferences organized on the provisioned services (included choices on the use of features of the services, such as meeting recording).'*

EP-DG ITEC is controller regarding Webex technical and legal aspects that it decides upon, such as for example the contractual clauses concluded with Cisco, as well as regarding technical customisation done at ITEC level and over which EDPS does not have any control or the possibility to alter.

The EDPS is controller regarding the business processing of personal data when using Webex for the events it organises (this includes business choices made on the use of the features of video conferencing tool, such as meeting recording).

You can find the EDPS record on Webex [here](#) and the data protection notice [here](#).

Contact

DG ITEC - Individual Equipment & Logistics Unit (EQUILOG), ITEC-DPOEQUILOG@europarl.europa.eu.

Contact EP DPO: Data-Protection@europarl.europa.eu.

You can find the EP Data Protection Statement [here](#).

What personal data do we process?

- **Contact data** (first and last name, organisation/company, city, country, email address, telephone number), and **other personal data** (type of participation (in person or online), choice of social activities, meal option) collected via the registration process of the Event.
- **Connection details for online session:** name / pseudonym, email address, organisation, IP address of the participants of the Event.
- **Photos:** Photos of speakers will be taken on the basis of consent. They might be published on the EDPS and KAU website and on social media channels ([X](#), [LinkedIn](#), and [YouTube](#)).
- **Personal data processed by the videoconference tool (VCT):** in addition to video and audio footage and chat messages, the VCT collects some other categories of the personal data of the participants to be able to provide the service and monitor the utilization, performance, and availability of its tools and servers.

The following categories of personal data are processed when using Webex:

- Processing real-time meeting data: such as VoIP, video and high frame rate-sharing data [transient processing] (for Media Node processing: to provide the real time processing).
 - Host and Usage Information: such as IP address, user agent identifier, hardware type, meeting session information.
 - Registration information: as provided by the user at time of accessing the system based on a shared link and code provided in advance of the Event.
 - The list of participants' names (as encoded by the participants) is available for each participant for the duration of the online meeting.
 - The Webex caption feature generates real-time textual captions of the spoken speech of the meeting participants. They are only visible to the participant that activated the function for their needs.
- **User generated personal data:** chat messages, meeting recordings (of speakers who provided their consent and participants who turn on camera and video while speaking):
 - The EDPS will record the audio and video of the events and publish them on its intranet and internet site.
 - If you are a speaker and you have provided your consent for recording, you will need to switch on your camera and share your screen, as necessary. If you present in person at the event and you have provided your consent, your presentation will be recorded.
 - If you are an online participant, you are advised not to switch on your video and audio signals. When asking questions, you can either use video and/or audio function or send your questions using the chat function. Please note that, should you choose to ask questions using video and/or audio, you will be recorded accordingly.

Where did we get your personal data?

Personal data is collected from participants (e.g. during registration or while using the VCT for online participation).

Certain information collected from the internet has been processed to invite guest speakers and moderators, such as email contacts. If the guest invited refused the invitation or has not replied, their personal data will be deleted once the Event programme has been finalised.

Processing real-time meeting data, Host and Usage Information, User Generated Information are directly collected from the users when using Webex services. Registration information for external participants are directly collected from users.

Who can access personal data?

The personal data are accessible on a strict need-to-know basis.

Organisational teams of EDPS will have access to personal data according to the information provided in this notice. Organisational teams of KAU will access only to contact data.

How long do we keep your personal data?

We do not keep your personal information for longer than necessary for the purposes for which we collected it.

Audio-video recording and photos will be archived after 10 years and will not be available on the EDPS website after that period. Please note however that, once information, including personal data, is uploaded online, it can be used by third parties for their own purposes, in their own platforms, and sometimes without the joint controllers being informed. In such cases, please note that it may not be possible for the joint controllers, notwithstanding any implemented safeguards, to ensure removal from the internet after the retention period has expired.

If you consent, your contact details will be kept in order to invite you for future similar events organised by the EDPS. If you do not consent, the EDPS will delete them at the latest ten working days after the last event follow-up.

KAU will remove contact data from its internal repository at the latest 1 year after the event.

Applicable retention to personal data processed via the VCT:

Processing real-time meeting data: The content of the video/audio conference (documents, links, files, etc.) is deleted after the termination of the session, except the audio-video recordings. Chat messages exchanged among participants are deleted after the Event.

Webex services do not store captions beyond the duration of the meeting. Captions are available only to meeting participants during their meeting, with attendees only having access to captions generated from the moment they joined.

Why do we process your personal data and under what legal basis?

Personal data is processed in order to organise and manage the Event. More precisely, personal data is processed for the following purposes related to the event organisation:

- to contact and invite speakers/guests to the IPEN workshop;
- to register speakers and participants to the IPEN workshop;
- to communicate with the participants for the IPEN workshop;
- to manage participation of the participants, their security and the good deployment

of the Event.

- to perform the online broadcasting of the IPEN workshop, supported by a video-conference tool, namely Cisco Webex.

The EDPS processes personal data:

- to organise, manage, follow-up, conduct and promote the IPEN workshop;
- to record and disseminate video and photo.

KAU process personal data:

- to manage attendance to the events;
- to record and disseminate video and photo.

The lawfulness for the EDPS is Article 5(1)(a) of the Regulation (*‘processing is necessary for the performance of a task carried out in public interest or in the exercise of official authority vested in the Union institution or body’*). The applicable legal basis is Article 57(1)(b) of the Regulation providing that the EDPS *‘shall [...] promote public awareness and understanding of the risks, rules, safeguards and rights in relation to processing.’* and Article 57(1)(c) *‘promote the awareness of controllers and processors of their obligations under this Regulation’*.

KAU processes personal data on the basis of consent (see Article 6(1)(a) of the GDPR).

Your personal data are processed on the basis of your consent (Article 5(1)(d) of the Regulation or Article 6(1)(a) of the GDPR) for the following purposes, where applicable:

- to record the audio and video of the Event and publish them on EDPS intranet and internet websites
- for EDPS to keep your contact details in order to invite you to future similar events
- for EDPS to share your contact details among the participants of the event for networking purposes
- for EDPS to ensure event follow-up, such as sharing presentations among participants
- for EDPS to take photos of speakers and publish them on its social media channels ([X](#), [LinkedIn](#), and [Youtube](#)).

Are there any transfers of personal data outside of the EU/EEA to countries for which there is no adequacy decision by the European Commission or to entities not certified under the EU-US Data Privacy Framework?

Cisco datacentres used by the EP for the VCT are located in Germany and the Netherlands.

Transfers of personal data outside of the EU/EEA to non-adequate third countries can occur only in the following situations:

- For media node processing to provide the real time audio/video/chat processing: This is based on attendee location: Cisco and/or its affiliates contracted data centre services in: Brazil, Australia, Singapore. The legal basis (transfer tool) for transfers to countries outside of EU and EEA for which there is no adequacy decision by the European Commission is the Standard Contractual Clauses for international transfers, with supplementary measures implemented, as described in Article 11 of the EP-Cisco SELA in conjunction with Annex 3e.
- For technical support: transfers outside of EEA could only occur in exceptional circumstances (for example, if EDPS IT support and EP ITEC cannot address the issue and if the issue is so urgent that it needs to be addressed outside of Cisco normal Brussels/Luxembourg working hours (8h-19h)). As such, the possibility of this risk materialising is very low. If such a transfer would be necessary, the transfer tool used is: derogations for specific situations - Article

50(1)(d) of the Regulation - ‘the transfer is necessary for important reasons of public interest;’ and (3) of the Regulation.

What are your rights regarding your personal data?

You data protection rights are stated in Articles 17 to 24 of the Regulation and Article 15 - 22 of the GDPR. Please note that in some cases restrictions under Article 25 of the Regulation and Article 23 of the GDPR may apply.

You have the right of access to your personal data and to relevant information concerning how we use it. You have the right to rectify your personal data. Under certain conditions, you have the right to ask that we delete your personal data or restrict its processing. You have the right to object to our processing of your personal data, on grounds relating to your particular situation, at any time.

We will consider your request, take a decision and communicate it to you. The time limit for treating your request is one (1) month. This period may be extended by two (2) further months where necessary, taking into account the complexity and the number of the requests. In those cases, the controller/joint controller(s) will inform you of the extension within one (1) month of receipt of your request and will provide reasons for the delay.

You can send your request electronically or by post in a sealed envelope (see section on contact details below).

How to withdraw your consent and the consequences of doing this?

You can withdraw your consent for all or one of the above-mentioned cases where your personal data are processed on the basis of your consent by contacting the EDPS or KAU.

You can withdraw your consent regarding the processing of photographs depicting you at any time by informing staff during the Event or by contacting the EDPS or KAU. We will do what technically and organisationally possible to fulfil your request as soon as possible.

Please note that withdrawing your consent does not affect the lawfulness of any processing based on your consent before it is withdrawn.

Automated decision-making

Your personal data is not subject to automated decision-making.

You have the right to lodge a complaint

If you have any remarks or complaints regarding the way we process your personal data, we invite you to contact the EDPS DPO (see section on contact details below) or the DPO of KAU (see section on contact details below).

You have, in any case, the right to lodge a complaint with the EDPS as a supervisory authority: https://edps.europa.eu/data-protection/our-role-supervisor/complaints_en regarding the processing of personal data by the EDPS and the Swedish Authority for Privacy Protection (<https://www.imy.se>) regarding the processing of personal data by KAU.

Contact details for enquiries regarding your personal data

We encourage you to contact us using the EDPS contact form, selecting ‘My personal data’ as the relevant subject: https://www.edps.europa.eu/about-edps/contact_en. You can

also find contact information on the EDPS website: https://edps.europa.eu/about-edps/contact_en.

If you wish to contact the EDPS DPO personally, you can send an e-mail to DPO@edps.europa.eu or a letter to the EDPS postal address marked for the attention of the EDPS DPO (postal address provided above).

You can contact the KAU DPO at the following email addresses dpo@kau.se (postal address provided above).

Postal addresses of data protection authorities:

- European Data Protection Supervisor, Rue Wiertz 60, B-1047 Brussels, Belgium
- Swedish Authority for Privacy Protection - IMY: Integritetsskyddsmyndigheten, Box 8114, 104 20 Stockholm, Sweden