



PROTECTION OF YOUR PERSONAL DATA

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

Processing operation: Processing of personal data in the framework of the organisation of meetings of the Global Health EDCTP3 JU governance and advisory bodies

Record reference: DPO-07-02

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1. Introduction

The protection of your privacy is of high importance to the Global Health EDCTP3 JU. The Global Health EDCTP3 JU is committed to respecting and protecting your personal data and ensuring your privacy rights.

All data of a personal nature processed within the framework of the organisation of meetings of the governance and advisory bodies of the Global Health EDCTP3, namely data that can identify you directly or indirectly, will be handled fairly, lawfully and with due care.

This processing operation is subject to 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. The information in this communication is given pursuant to Articles 15 and 16 of Regulation (EU) 2018/1725.

This Privacy statement provides detailed information on all types of data that can be processed in a meeting organised by the Global Health EDCTP3 JU.

2. Controller/ Joint controllers/Processors

The relevant processing operation are under the responsibility of the Executive Director of the Global Health EDCTP3 JU, acting as the Data Controller. Your personal data are processed on the basis of applicable data protection legislation by Global Health EDCTP3 JU, located Avenue de la Toison d'Or, 1060 Brussels, Belgium. The Global Health EDCTP3 JU can be contacted by post (postal address TO-56, B-1049, Brussels, Belgium) or by email to Info@global-health-edctp3.europa.eu.

The Global Health EDCTP3 JU has appointed a Data Protection Officer (DPO). The task of the DPO is to ensure, in an independent manner, that the Union body complies with the data protection law and protects individuals' rights and freedoms by protecting effectively their personal data. The DPO of the Global Health EDCTP3 JU can be contacted by post (postal address TO-56, B-1049, Brussels, Belgium) or by email to data-protection@global-health-edctp3.europa.eu.

The experts participating in the Scientific Committee can have their participation expenses reimbursed following their registration in the Commission's Experts Register and completion of tasks in line with a signed Expert Contract. Regarding their registration in the Register, please find the relevant policy statements [here](#).

For the overall management of experts' contracts including reimbursement of expenses, there is joint controllership between Global Health EDCTP3 JU and the European Commission. The relevant policy is published in the [online public Register of the Data Protection Officer of the Commission](#) under reference number [DPR-EC-00915](#).

In addition, Global Health EDCTP3 JU relies upon the services of Microsoft Ireland as Cloud Service Provider (CSP) and Inetum as Licensing Solutions Provider (LSP), acting as processors. The use of M365 is based on licensing agreement between the Global Health EDCTP3 JU and Microsoft. Please find [here](#) the relevant data privacy notice.

Ultimately, your personal data is processed by the Microsoft which acts as a processor by supporting Global Health EDCTP3 JU in the provision of the MS Teams, which is used to broadcast and facilitate the meeting.

In case of a presential meeting organised in the premises of the Global Health EDCTP3 JU, the external contractors (G4S, based in Belgium) responsible for the management of the building, are also data processors. A contract with GS4 is also in place.

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

Personal data is processed for the purpose of organising and managing meetings and coordinating any required follow-up activities, as well as for accountability and communication/transparency/awareness/education/promotion purposes.

Processing of personal data is necessary in the framework of registration and accommodation of meeting participants; logistics support before, during and after the meeting, minutes taking and distribution of minutes, dissemination of agendas, presentations and/or reports; web publication, publication on media channels such as streaming; enabling the Global Health EDCTP3 JU to provide participants with further information on particular meetings in the future.

Personal data may be part of a contact details' database shared internally in Global Health EDCTP3 JU in order for the latter to contact data subjects in case of future meetings. Your data may be obtained directly from you or acquired from another source (contact details' databases, publicly accessible sources, another participant in the meeting entitled to provide data on your behalf, etc.).

Your personal data will not be used for automated decision-making, including profiling.

4. Categories of data subjects

- Members of the Governing Board, Members of Scientific Committee, Members of Stakeholders' Group;
- Other participants, observer or expert invited to the meetings of the bodies of the Global Health EDCTP3 JU;
- Global Health EDCTP3 JU staff participating in the meetings.

5. Which personal data do we collect and further process and on which legal grounds?

Prior to, during and after a meeting, the Global Health EDCTP3 JU processes participants' personal data to organise and manage the meeting, as follows:

- Personal details: such as, as title, name, surname, email address: based on legal obligation Article 5.1 (b) of Regulation 2018/1725;
- Profession: such as, position held, and organisation/institution: based on legal obligation Article 5.1 (b) of Regulation 2018/1725.

For the meetings of the Scientific Committee, the following additional personal data are processed: country, city of departure, bank details, fiscal code and address for reimbursements purposes, individualised information on the form of transport and accommodation and expert's specific identification number in the corporate experts' management system (ECS).

The specific legal basis of the processing is Council Regulation (EU) 2021/2085 of 19 November 2021 establishing the Joint Undertakings under Horizon Europe, including Global Health EDCTP3 JU, in particular Articles 14 and 19(6).

- Video tapes and photographs: based on explicit consent Article 5.1(d) of Regulation 2018/1725.

Following your explicit consent, photos may also be taken during meetings. Your photo may then be distributed via our website or other channels for the promotion of the Joint Undertaking. A video or sound recording of the meeting may also take place strictly for internal use of the Global Health EDCTP3 JU with the purpose of keeping minutes of the meetings.

Special categories of personal data:

- Health data: (art. 10 §2 (b) Regulation 2018/1725 (processing necessary for exercising specific controller rights/obligations under employment, social security or social protection law)), based on explicit consent Article 5.1(d) of Regulation 2018/1725.

Depending on the nature of the meeting, health-related data, such as dietary requirements, allergies and intolerances, disabilities requiring specific arrangements might be gathered.

We receive most of your personal data directly from you. If we receive personal data about you from a third party, we will inform you about this or ask the third party to inform you about this.

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

Personal data depending on its type and the purposes of its processing are made accessible only on a need-to-know basis to Global Health EDCTP3 JU staff members and possibly external providers, their subcontractors and the general public respectively.

The recipients of personal data can be - depending on the purpose of the meeting: Individuals/organisations in direct relationship with controller: Security Service of the White Atrium building; Global Health EDCTP3 JU Executive Director; Global Health EDCTP3 JU staff: Assistant of the Executive Director, Legal Officer and Data Protection Officer(s); other members and observers of the Global Health EDCTP3 JU governance bodies; External evaluators or experts assisting the Global Health EDCTP3 JU: Auditors, European Commission and its services; Research Executive Agency (REA) providing administrative and logistical support to the Global Health EDCTP3 JU, including the contracting and payment of experts; Police.

Third parties, such as an external service provider, are allowed to process your personal data on our behalf on our explicit written instruction, only. We ensure that third parties are committed to observing the safety and integrity of your personal data.

When the meeting includes minutes taking, the names of the participants and their function will be present in the minutes of the meeting and will be made available to the rest of the attendees.

7. How long do we keep your personal data?

Your personal data is kept for the organization of the meetings until the end of your mandate in one of the governance bodies. The minutes of the meetings are kept for five years after the meeting has taken place.

We will de-identify your personal data when it is no longer necessary for the purposes outlined in Heading 3 above, unless there is:

- An overriding interest of GH EDCTP3 JU, or any other third party, in keeping your personal data identifiable; or
- A legal or regulatory obligation or a judicial or administrative order that prevents us from de-identifying them.

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

We will take appropriate technical and organizational measures to keep your personal data safe from unauthorised access or theft as well as accidental loss tampering or destruction. Access by our personnel or third parties' personnel will only be on a need-to-know basis and be subject to strict confidentiality obligations. Access control and technical measures such as physical locks and/or secure connections and firewalls are also applied.

9. Transfer to a third country or international organisation

We process your personal data within the European Economic Area (EEA).

For any potential international data transfers and applicable transfer mechanisms for the use of Microsoft services, please visit the privacy statement of Global Health EDCTP3.

10. What are your rights and how to exercise them?

You have specific rights as a 'data subject' under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725. In particular:

- You have the right to request access to all personal data processed by us pertaining to you.
- You have the right to rectification, i.e. to ask that any personal data pertaining to you that are inaccurate, be corrected.
- You have the right to withdraw your consent for processing of your personal data.
- You have the right to erasure, i.e. to request that personal data pertaining to you be deleted if these data are no longer required in the light of the purposes outlined above in Heading 3.
- You have the right to restriction instead of deletion, i.e. to request that we limit the processing of your personal data.
- You have the right to object to the processing of personal data if the processing by us is necessary for the performance of a task carried out in the public interest, unless if we demonstrate compelling legitimate grounds which override your interests, rights and freedoms or for the establishment, exercise or defense of legal claims.
- You have the right to data portability, i.e. to receive from us in a structured, commonly-used and machine-readable format all personal data you have provided to us if the processing is based on your consent or a contract with you and the processing is carried out by automated means.

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 Global Health EDCTP3 JU Data Protection Officer by post (postal address TO-56, B-1049, Brussels, Belgium) or by email to data-protection@global-health-edctp3.europa.eu.

The European Data Protection Supervisor (EDPS)

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 Global Health EDCTP3 JU, as a data subject, you have a right to recourse to the European Data Protection Supervisor (EDPS) at any time by e-mail

to edps@edps.europa.eu or a letter to the EDPS postal address marked for the attention of the EDPS DPO:

European Data Protection Supervisor
Rue Wiertz 60
B-1047 Brussels
BELGIUM

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

11. Where to find more detailed information?

The Global Health EDCTP3 JU Data Protection Officer (DPO) publishes the Register of all processing operations on personal data by the Global Health EDCTP3 JU on the Global Health EDCTP3 JU's website. The Register can be found [here](#).

This specific processing operation has been included in the Global Health EDCTP3 JU Public Register with the following Record reference: DPO-07-02.