

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 within the framework of Web Conference Service (Webex)

Record reference: DPO-05-02

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1. Introduction

The protection of your privacy is of high importance to Global Health EDCTP3 Joint Undertaking (hereinafter referred to as Global Health EDCTP3 JU). 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 Web Conference Service (Webex), 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 regarding 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 within the framework of the Web Conference Service.

2. Controller/ Joint controllers/Processors

The relevant processing operation is under the responsibility of the Executive Director of the Global Health EDCTP3 JU, acting as the Data Controller. Your personal data are processed based on applicable data protection legislation by Global Health EDCTP3 JU, Avenue de la Toison d'Or 56-60, 1060 Brussels, Belgium. The Global Health EDCTP3 JU can be contacted by post at following address TO 56, 1049 Brussels, Belgium, or by email to Info@global-health-edctp3.europa.eu

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

In addition to the Global Health EDCTP3 JU, your personal data is processed by Cisco Systems, Inc. and its subsidiaries (collectively Cisco). Cisco acts as a processor for the provision of Web Conference Service (Webex service).

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

Your data is collected and processed as an integral component of the usage of Web Conference Service (Webex or Webex service). Within the Global Health EDCTP3 JU, the web conferencing system is used for the organisation of videoconferencing meetings with external participants. The tool is called Webex. It can be defined as an all-in-one conferencing tool that integrates audio, video and content sharing. It allows easy access from a computer or mobile device that has Internet access and a browser. All videoconferencing participants meet in a virtual room securely accessible to guests. A staff member who would like to organize conferences must first have a personal account on the system which allows the activity requested to be linked to a responsible person.

The organizer of the videoconference (exclusively Global Health EDCTP3 JU staff) will have to create a virtual room and invite external participants according to his needs. These invitations will be targeted based on the participant's email address and will allow access to the session. The recording of a conference is only possible by its organizer.

The purpose of data processing could be classified into several different sections:

- Identification of the participants and the organizer in order to allow the actual operation of the conference;
- Identification of potential technical improvements and failures in the service;
- Production of statistics for invoicing the services provided by the contractor;
- Collection of representative data and conference statistics (excluding their content) in order to improve the user experience and service performance by performing analyses of the aggregation of this information;
- Address support requests for the service;
- Service support performance analysis.

Our approach ensures that your data is managed in compliance with relevant legal and regulatory requirements, safeguarding its confidentiality and integrity while facilitating efficient and transparent operations within our organisation.

By managing these data carefully, the process ensures compliance with relevant regulations and standards, while striving to maintain transparency, efficiency, and impartiality in selecting qualified individuals for these roles.

4. Categories of data subjects

The data subjects involved in this processing are:

- Global Health EDCTP3 JU staff;
- Members of the Governing Board;
- Other participants, observers or experts invited to the meetings of the bodies of the Global Health EDCTP3 JU.

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

During this processing operation, we collect the following personal data:

- Personal details;
- User information: Name, Email address, Password, Browser, Phone number (optional), Geographic region, Billing information, User information included in the customer's active directory (if synched), Unique User ID (UUID);
- Host and Usage Information: User Agent Identifier, Hardware Type, Operating System Type and Version, IP addresses along the network path, Mac Address, Geographic Region;
- Meeting Session Information: Host Name, Meeting Site Url, Meeting Start/End Time, Username Of Attendees, Meeting Start/End Time, Subscription Info, Troubleshooting and Diagnostics Information, Call Attendee Information including Email Addresses, Phone numbers, Meeting host (organizer) and meeting attendee information to be used for billing purposes;
- User-Generated information: Meeting and call recordings, Transcriptions of call recordings, Uploaded files;
- Cisco Technical Assistance (TAC) information: Name, email and phone number of the employee appointed to Open the Service Request, Authentication Information (excluding passwords),
- Information About the Condition of the System (if applicable), Registry Data About Software Installations and Hardware Configurations (if applicable), Error-Tracking Files (if applicable).
- Images and voice as part of video and audio recordings as well as chat messages.

The objective of all processing activities related to Webex is to support the management and the functioning of the Global Health EDCTP3 JU, by adjusting the internal mechanisms and management

systems to the new technological environment and advancements, by providing to staff the necessary means and tools to perform their daily tasks and by organizing JU's operations according to the principles of sound financial management. The applicable lawful basis is public interest Article 5.1(a) Regulation 2018/1725.

Relevant applicable legal framework instruments are Regulation (EU) 2021/2085 establishing Joint Undertakings under Horizon Europe and also Article 33.1 (a)(b) and (c) of the Regulation 2018/1046 that refers to the performance and principles of economy, efficiency and effectiveness.

By adhering to these frameworks, we ensure that all personal data is processed lawfully, transparently, and with respect to the rights and privacy of the individuals involved.

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

The accessibility of personal data is strictly controlled based on the type of data and the purpose for which it is processed. Access to this data is granted solely on a need-to-know basis, ensuring that only authorized personnel within Global Health EDCTP3 JU staff members have the ability to view or handle the information. This policy helps to protect the confidentiality and integrity of your data, minimizing the risk of unauthorized access.

Cisco acting as a processor may receive your personal data in the context of the Webex service provided to Global Health EDCTP3 JU.

7. How long do we retain your personal data?

The User Generated Information is deleted within 60 days from when the service is terminated.

Host and Usage information is kept for 3 years following termination of service in pseudo anonymized form in order to maintain record of service delivery.

Technical Assistance (TAC) information are stored for up to 10 years.

The content of the video/audio conference (documents, links, files etc.) will be deleted after the termination of the session, unless they are downloaded/saved by the meeting organizer or a specific recording of the meeting takes place. The chat messages exchanged among participants during a meeting are deleted after the meeting/session is ended/terminated.

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

The Global Health EDCTP3 JU implements the following technical and organisational measures to safeguard your personal data:

- Staff dealing with this processing operation is designated on a need-to-know basis;
- Access control and technical measures such as physical locks and/or secure connections and firewalls;
- Standard clause for the processing of personal data included in the contract;
- Appropriate technical and organisational security measures, giving due regard to the risks inherent in the processing and to the nature of the personal data concerned;
- Secure transfer of data secure communication channel between server and client.

9. Transfer to a third country or international organisation

Global Health EDCTP3 JU processes your personal data within the European Economic Area (EEA) and does not transfer it to a third country or international organization.

However, in the context of Webex service, personal data may be processed by Cisco Systems, Inc. and its affiliated entities, including in countries outside the European Economic Area ("EEA").

Where personal data is transferred outside the EEA, the transfers are carried out on the basis of appropriate safeguards in accordance Chapter V and with Article 46 of Regulation (EU) 2018/1725 including an adequacy decision or European Commission's Standard Contractual Clauses ("SCCs"), supplemented where necessary by additional technical and organisational measures. Where Cisco processes personal data from the EEA in the United States, Cisco shall perform such processing in accordance with the EU-U.S. Data Privacy Framework.

Webex supports EU data residency and certain categories of data may be stored within EU-based data centres. Nevertheless, limited remote access or onward transfers outside the EEA may occur where necessary for service delivery, maintenance, troubleshooting, security monitoring, or customer support purposes.

Lastly, Cisco has EU Binding Corporate Rules approved by European privacy regulators and also a global privacy program in place which complies with the Global Cross-Border Privacy Rules and the Privacy Recognition for Processors program requirements.

Further information regarding Cisco's privacy and data protection practices is available at:

- Cisco Global Privacy Statement
- Cisco Trust Portal
- Cisco Privacy Statement
- Webex Data Residency information

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

As 'data subject' you have, under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725, specific rights. 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 not to be subject to a decision based solely on automated processing of data, including profiling, if such decision has legal effect on him or her, except for certain situations, such as entering a contract (as required by articles 14-16 & 24 of Regulation (EU) 2018/1725).

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's Data Protection Officer by post at the following address TO 56, 1049 Brussels or by email at 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's Data Protection Officer (DPO) publishes the Register of all processing operations on personal data by the Global Health EDCTP3 JU on the 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-05-02