



EUROPEAN COMMISSION

PROTECTION OF YOUR PERSONAL DATA

Processing operation: Management of subscriptions to receive information

Data Controller: European Commission, Service for Foreign Policy Instruments, FPI.4 Unit

Record reference: DPR-EC-03928

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1. Introduction

The European Commission is committed to protect your personal data and to respect your privacy. The Commission 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.

This privacy statement explains the reason for the processing of your personal data, 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 the processing operation “*Management of subscriptions to receive information*”, undertaken by the services of the European Commission, Service for Foreign Policy Instruments, FPI.4 Unit, is presented below.

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

Purpose of the processing operation: The Data Controller collects and further processes your personal data so that you can receive information that you have requested on important developments, activities, events, initiatives or thematic issues in the area of EU Foreign Policy in general, and EU Public Diplomacy in particular, through a newsletter, articles, reports, interviews, as well as visual content. The main objective of the project is to strengthen the EU’s worldwide partnerships by creating more opportunities to meaningfully engage with EU alumni, in particular in Public Diplomacy activities abroad.

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

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

You have subscribed to receive the information on important developments, activities, events, initiatives or thematic issues in the area of EU Foreign Policy, and in particular, EU Public Diplomacy.

We process your personal data, because you have given your explicit consent under Article 5(1)(d) of Regulation (EU) 2018/1725 to the processing of your personal data for the purpose of receiving the requested information.

Your consent for these services can be withdrawn at any time and detailed information on how to withdraw consent please find under section 8.

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

In order to carry out this processing operation, the controller collects the following categories of personal data:

- Your email address is needed to ensure the delivery of the service to you as a subscriber.

The following personal data is needed for providing you with a more personalised experience (i.e. better targeting the content of the information) and for generating anonymised statistics:

- Which EU programme(s) you participated in (*not mandatory*)

- Other reason why you are interested in this newsletter (*not mandatory*)

5. How long do we keep your personal data?

The Data Controller only keeps your personal data for the time necessary to fulfil the purpose of collection, namely until you unsubscribe from the mailing list.

You can either write to the dedicated functional mailbox (FPI-4@ec.europa.eu) and ask to be unsubscribed from the mailing list or follow the unsubscribe link in every newsletter email or on the website. Appropriate action shall be taken within a week of receiving the request.

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 on the servers of the European Commission or of its contractors. All processing operations are carried out pursuant to the [Commission Decision \(EU, Euratom\) 2017/46](#) of 10 January 2017 on the security of communication and information systems in the European Commission.

In order to protect your personal data, the Commission has put in place a number of technical and organisational measures. 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.

The Commission's processors (contractors) are bound by a specific contractual clause for any processing operations of your personal data on behalf of the Commission. The processors have to put in place appropriate technical and organisational measures to ensure the level of security, required by the Commission.

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

Access to your personal data is provided to the Commission staff responsible for carrying out this processing operation and to other authorised Commission staff, as well as EU Delegations' staff according to the "need to know" principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH acts as Data Processor on behalf of the European Commission and assists in the management of subscriptions. The Data Processor will have access to your personal data.

Your data will not be transferred to entities in third countries.

Please note that pursuant to Article 3(13) of Regulation (EU) 2018/1725 public authorities (e.g. Court of Auditors, EU Court of Justice) which may receive personal data in the framework of a particular inquiry in accordance with Union or Member State law shall not be regarded as recipients. The further processing of those data by those public authorities shall be in compliance with the applicable data protection rules according to the purposes of the processing.

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 consented to provide your personal data to the controller for the present processing operation. You can withdraw your consent at any time by notifying the Data Controller. The specific privacy statement will explain how consent can be withdrawn. 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, 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, Service for Foreign Policy Instruments, FPI.4 Unit, at the following e-mail address: FPI-4@ec.europa.eu.

- The Data Protection Officer (DPO) of the Commission

You may contact the Data Protection Officer (data-protection-officer@ec.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?

The Commission Data Protection Officer (DPO) publishes the register of all processing operations on personal data by the European Commission, which have been documented and notified to him. You may access the register via the following link: <http://ec.europa.eu/dpo-register>.

This specific processing operation has been included in the DPO's public register with the following Record reference: DPR-EC-03928.