

European Data Protection Board (EDPB) Specific Privacy Statement (SPS)

EDPB events with stakeholders including meetings and written exchanges such as via surveys/questionnaires

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1. Introduction

In order for the European Data Protection Board (“the EDPB”/“we”/“us”/“our”) to be able to fulfil its tasks, as they are prescribed in Articles 70 and 71 GDPR, we may have to organise events, meetings or hold written exchanges with stakeholders, such as civil society organisations, businesses, or public authorities, including data protection supervisory authorities from any country in the world, in order to exchange views, information and expertise on topics which are of interest to our work. Such events or meetings can be in person or online, and such written exchanges may include emails, surveys and questionnaires.

This privacy statement explains how we process personal data to organise such events with stakeholders including any follow up actions.

2. Who is responsible for the processing of your personal data and under which legal grounds is it processed?

The EDPB is the controller for the processing of personal data for the purposes of events, meetings and written exchanges with stakeholders.

For the purposes of organisation, management, running and follow-up of an event, meeting or written exchange with stakeholders, including cooperating with public authorities, we process your personal data for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Union institution or body under Article 5(1)(a)

and (2) of Regulation (EU) 2018/1725¹. More specifically, as explained above, events, meetings and written exchanges with stakeholders are organised in order for the EDPB to fulfil its tasks under Articles 70 and 71 GDPR.

We rely on Article 10(2)(e) of Regulation (EU) 2018/1725 for the processing of any special categories of personal data² which you might include when taking the floor in a stakeholders' event or in the chat function of the conference tool. If you refer to such categories of personal data in written exchanges with us including upon providing us with your feedback in a follow up action, we rely on Article 10(2)(g) of Regulation (EU) 2018/1725.

We may share your name with the other participants in an event, a meeting or written exchanges with stakeholders:

- on the basis of the public's interest (Article 5(1)(a) of Regulation (EU) 2018/1725), if you are from a data protection supervisory authority; or
- on the basis of your consent (Article 5(1)(d) of Regulation (EU) 2018/1725), if you are another type of stakeholder (e.g., from a civil society organisation or a business).

To include you on a contact list in order to inform you of future initiatives and events we may organise, as well as for the publication and dissemination of results from the stakeholders' event (where applicable), we rely on your consent in accordance with Article 5(1)(d) and Article 7 of Regulation (EU) 2018/1725.

If we take photos or videos of the event or meeting, you may be included in such photos or videos based on your consent. We will use such content for communication purposes, including in publications on our website and our social media accounts.

Participants joining online have the option to deactivate their cameras if they do not wish to be seen.

Where we are required to process your personal data to comply with a legal obligation (e.g. when a relevant EU body such as the European Court of Auditors carries out an audit or investigation, or for the purposes of requests for access to documents in accordance with Regulation (EC) 1049/2001³), the lawfulness of said processing rests on Article 5(1)(b) and (2) of Regulation (EU) 2018/1725. For the processing of any special categories of personal data, which you might refer to when taking the floor in an event or meeting or in the chat function of the conference tool or in written exchanges with us, depending on the purpose, Article 10(2)(f) and (g) Regulation (EU) 2018/1725 may apply.

¹ 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, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (Text with EEA relevance.).

² That is "personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, and the processing of genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person's sex life or sexual orientation. See Article 10(1) of Regulation (EU) 2018/1725.

³ Regulation (EC) No 1049/2001 of the European Parliament and of the Council of 30 May 2001 regarding public access to European Parliament, Council and Commission documents, OJ L 145, 31.5.2001, p. 43–48.

In case your personal data is published on the X (Twitter) or LinkedIn accounts of the EDPB⁴, these companies might carry out further processing of those data for which they are separate controllers⁵.

In case Cisco Webex is used as a video-conferencing tool, the European Parliament (EP) is a separate controller regarding the processing of personal data via Cisco Webex. The EP (DG ITEC) is a controller regarding certain technical and legal aspects of Webex that it decides upon, such as, for example, the contractual clauses concluded with Cisco and the technical customisation done at DG ITEC level, over which the EDPB does not have any control nor the possibility to alter⁶.

Separately, the EDPB is a controller for the processing of personal data when actively using features in Webex for the event or meeting (this includes, for example, choices made on the use of the meeting recording feature).

To exchange views, information or expertise, as well as collect expressions of interest in participating in the event or meeting, or ensuring participants' registrations, we may rely on the EU Survey tool of the European Commission. The European Commission acts as a processor by providing us with this tool. Please note that when using EU Survey, the European Commission may gather your personal data for its own purposes, in which case it is controller for that separate processing⁷.

The authentication tool used when replying via EU Survey is EU Login. This is a tool of the European Commission for which the European Commission is a separate controller⁸.

3. What personal information do we collect, for what purpose, through which technical means and how did we obtain them?

3.1 Processed personal data

To organise stakeholder events or meetings, including, where relevant, sending invitations and calls for expression of interest in participating, as well as to gather and/or exchange written views, information or expertise with stakeholders, such as via a survey or a questionnaire, and to carry out any follow up actions, we may process the following personal data on a need-to-know basis:

- (a) your name and surname;
- (b) your email address;
- (c) your professional affiliation;

⁴ See relevant privacy notices https://www.edpb.europa.eu/system/files/2023-11/edpb_sps_twitter_account_en.pdf and https://www.edpb.europa.eu/system/files/2024-04/20240403_sps_linkedin_page_en.pdf

⁵ To learn more about how these platforms process your personal data, we encourage you to read their privacy policies <https://www.linkedin.com/legal/privacy-policy> and <https://twitter.com/en/privacy>.

⁶ For more information on the processing of personal data via Cisco Webex, please consult the European Parliament (hereinafter "EP") data protection statement <https://www.europarl.europa.eu/data-protect/reportPdf/printPrivacyStatement.do;jsessionid=0CC8F364B5DD0BDB79943F458451A72B?prefix=V3&nr=570>

⁷ For more information on the processing of personal data by EU Survey of the European Commission you may read <https://ec.europa.eu/eusurvey/home/dpa> and <https://ec.europa.eu/eusurvey/home/privacystatement>.

⁸ For more information, please consult the relevant record of the European Commission, DPR-EC-03187.1, available at <https://ec.europa.eu/dpo-register/detail/DPR-EC-03187>.

- (d) your role/occupation/title;
- (e) your professional address and phone number;
- (f) your banking data, where reimbursement is foreseen;
- (g) where events or meetings take place remotely, any personal data required by service providers (e.g. videoconferencing providers) to ensure participation in the event or meeting;
- (h) photo and biography of the speakers for reference;
- (i) material (e.g. slides) that may be shared with participants after the event or meeting in case such material includes personal data;
- (j) any views expressed or any comments that you may type in the chat function of the conferencing tool;
- (k) photographs and audio-video recording of speakers participating in a panel, as well as of participants to the event and in Q&A sessions.
- (l) any views you may express in follow-up actions after the event or meeting.

Any views, substantive contributions and/or expertise expressed in connection to the stakeholder event – including those expressed orally during events or meetings, those shared in writing through the chat function of conferencing software, or those otherwise shared by writing – are not expected or required to include confidential information or special categories of personal data.

We may create summaries of the contributions from participants to the stakeholders' event or meeting, including contributions provided in written form via the chat function of the conferencing tool and contributions in written exchanges with us or in feedback provided in follow up actions. These summaries will be written in a general form which does not allow for the identification of individual contributors, with contributions being aggregated where appropriate. Such summaries could be communicated to the EDPB members or become public such as statistics or reports.

3.2 Purpose of the processing

To exchange views, information or expertise through events, meetings or written exchanges, including surveys and questionnaires, with stakeholders, regarding subject matters falling under the work of the EDPB.

With your consent, we may collect some of the personal data referred to in section 3.1. above to be integrated in a single contact list to contact you on future initiatives and events that we may organise.

3.3 Technical means

- a) To organise remote events or meetings, we may rely on external video conferencing systems such as Webmeeting or CISCO Webex;
- b) To collect expressions of interest in participating in the event or meeting, to ensure participants' registrations, to exchange views, information or expertise, as well as to collect feedback of the participants including in follow up actions of the stakeholders'

event or meeting, we may rely on external systems, such as EU Survey of the European Commission. EU Login, a tool of the European Commission, is used for authentication on EU Survey;

- c) For in person events or meetings, we rely on IT platforms in order to invite participants and, where applicable, to reimburse them – such as European Commission’s AGM⁹ – and in order to ensure secure access to European Commission’s or European Parliament’s buildings – such as Vpass of the European Commission¹⁰ or Vpass of the European Parliament¹¹.
- d) Email services can be used to contact participants for different reasons, including to answer any queries.

3.4 Source of obtaining your personal data

Personal data are mainly collected directly from the participants, such as via the registration form.

Certain information such as email addresses of participants invited to attend the event or meeting may be collected from publicly available sources and will be deleted within one month from the time of the first communication should the recipient refuse participation or in case of no reply.

4. Are your personal data subject to any international transfers?

For events or meetings organised among data protection supervisory authorities for the purposes of promoting the exchange of views, information or expertise, in line with Article 70(1)(w) GDPR, we might share your contact details with the other participating data protection supervisory authorities, to the extent that these supervisory authorities are controllers in countries with which the European Commission has an adequacy decision in line with Article 47 of Regulation (EU) 2018/1725.

For all other events or meetings that are not organised among data protection supervisory authorities for the purposes of promoting the exchange of views, information or expertise, in line with Article 70(1)(w) GDPR, we do not transfer your personal data outside of the EEA.

5. Who has access to your information and to whom is it disclosed?

Your personal data may be disclosed to the following:

- EDPB members and EDPB Secretariat staff members on a need-to-know and need-to-do basis;
- Where appropriate, the other participants to the event, meeting or written exchange;
- The EDPS, as a joint controller for the purposes of reimbursing travel costs via the AGM tool;

⁹ You can find more information about AGM (Advanced Gateway to your Meetings) here: <https://ec.europa.eu/tools/agm/de/what-agm>, and about how it processes personal data here: <https://ec.europa.eu/dpo-register/detail/DPR-EC-01141>.

¹⁰ https://commission.europa.eu/document/download/bbcd4fbc6-6114-46ff-9a06-ea7bc545c01e_en?filename=privacy_statement_pacs_en.pdf

¹¹ <https://www.europarl.europa.eu/data-protect/reportPdf/printPrivacyStatement.do;jsessionid=538ED3775AF5A0141A05980C26D46A71?prefix=V3&nr=818>

- The European Commission:
 - acting as a processor in relation to EU Survey;
 - acting as a separate controller for Vpass and for any processing it carries out for its own purposes in relation to EU Survey and EU Login; and/or
 - where necessary, in the context of its participation in the EDPB activities, in application of Article 68(5) GDPR;
- The European Parliament
 - acting as a processor, for the provision of technical services, including Webmeeting, where relevant and necessary;
 - acting as a separate controller in relation to the use of Vpass and upon providing Cisco Webex; and
- In case of an online or hybrid event or meeting, the names of the participants joining online (as entered into the video conferencing tool by the participants themselves) may be made available to the other participants for the duration of the online or hybrid meeting or event;
- In case personal data, such as videos or photos, are published on the X (Twitter) or LinkedIn accounts of the EDPB, these companies might carry out further processing of those data for which they are separate controllers;
- Members of the public:
 - in case videos or photos of the stakeholders' event or meeting are published on our website and/or social media accounts, or
 - in the context of requests for access to documents, in accordance with the provisions of Regulation (EC) 1049/2001 or Council Regulation (EEC, Euratom) 354/83¹².

6. How do we protect and safeguard your information?

We keep our copies of your personal data on restricted and password-protected servers, with access limited on a need-to-know or need-to-do basis. Physical access to our premises is protected and restricted to authorised personnel only.

7. How can you verify, modify or delete your information?

As the individual to which the personal data relates, you can exercise the following rights:

1. access to your personal data under Article 17 of Regulation (EU) 2018/1725;
2. rectify your personal data under Article 18 of Regulation (EU) 2018/1725;
3. erase your personal data under Article 19 of Regulation (EU) 2018/1725;
4. restrict the processing concerning yourself under Article 20 of Regulation (EU) 2018/1725; or
5. exercise the right to data portability under Article 22 of Regulation (EU) 2018/1725.

Please note that these rights are not absolute rights, which means that some exceptions may apply according to law. These rights are applied on a case-by-case basis.

¹² Council Regulation (EEC, Euratom) No 354/83 of 1 February 1983 concerning the opening to the public of the historical archives of the European Economic Community and the European Atomic Energy Community.

In addition, you can object to the processing of your personal data under Article 23 of Regulation (EU) 2018/1725 for reasons relating to your particular situation. When you contact us to exercise this right, please explain these reasons. We will no longer process your personal data, unless we can demonstrate compelling legitimate grounds for the processing that override your interests, rights and freedoms.

We do not use your personal data for automated decision-making.

For any processing of your personal data based on your consent, you can withdraw your consent at any time, without any consequence, and as easily as you have provided it (i.e. by sending an email to the contacts indicated in section 9 below). However, please be aware that this will not affect the lawfulness of the processing based on your consent prior to withdrawing it. Further, please be aware that in case of publication on our social media accounts, the respective rules of LinkedIn¹³ and X (Twitter)¹⁴ as to deletion will also apply to any data held by them and over which they are considered the controller.

To exercise your rights as a data subject, please see sections 9 and 10 below.

8. For how long do we keep your data?

Personal data processed for the purposes of the event, meeting or written exchange, are kept for 5 years¹⁵.

Your personal data may be part of documents with historical or administrative value, which are selected for preservation in the EDPB records. In this case, the personal data they contain will be kept indefinitely and - unless an exemption applies - be made public in accordance with Regulation (EEC, EURATOM) 354/83 on the opening to the public of historical archives after 30 years.

9. Time limit for addressing your data modification request

After receiving your request, we have one month to provide information on action taken on your request. We may extend this period by two further months, taking into account the complexity and number of the requests. In that case, we will inform you of the extension and its reason within one month of receipt of your request.

10. Contact information

If you have questions, or wish to exercise your rights as a data subject, please contact us at edpb@edpb.europa.eu or via our [website's](#) contact page (selecting the option "Requests for the EDPB DPO").

¹³<https://www.linkedin.com/help/linkedin/answer/a522451/unable-to-retrieve-deleted-articles?lang=en-us&intendedLocale=en>

¹⁴ <https://help.twitter.com/en/using-x/delete-posts>

¹⁵ An exception is made to contact details in the EDPB Single Contact List, which are kept for as long as data subjects wish to be part of said list or until the EDPB is requested its removal for any additional reasons (e.g. change of contact point).

11. Who can you contact to complain about the processing of your personal data?

We encourage you to always contact us first to raise your questions or concerns. In any case, you remain entitled to send a complaint to the European Data Protection Supervisor (EDPS) using the following contact information:

European Data Protection Supervisor (EDPS)
Rue Wiertz 60
B-1047 Brussels
Belgium
Phone: +32 2 283 19 00
Email: edps@edps.europa.eu