

## Data Protection Notice

### For processing of the data of participants attending different events in the context of EuroMed Justice Programme

#### 1. Context and Controller

During the implementation phase of the EuroMed Justice programme, several types of meetings will be organised (CrimEx meetings, Forum of Prosecutor's General, EMJNet, Conferences, workshops and other events). Participants from EU MSs and third countries will attend these events.

Prior to these meetings, during the meetings and following the meetings, the programme team and Eurojust staff organising missions, can collect and process personal data of the participants attending these meetings, in order to organise the meetings, travel, accommodation and other similar services and cover reimbursement costs, if necessary. List of participants can be drafted and circulated with the participants following the meetings. As some of the participants are located in third countries, the sharing of the list of participants involves transfer of personal data to third countries.

For the purpose of organising these meetings, Eurojust can share the personal data of the participants with a service provider (GLOBAL BUSINESS TRAVEL B.V.B.A) who will organise travel, accommodation and similar services for participants in EuroMed Justice meetings. Further on, for the meetings organised in third countries, GLOBAL BUSINESS TRAVEL B.V.B.A can transfer personal data to third countries (Airline companies, hotels, similar providers) for organising these services. EMJ Programme Team will use EU Survey platform to collect the personal data of the participants. Collection and processing of personal data is under the responsibility of the data controller, who is the EuroMed Justice Program Coordinator ([EuroMedJustice@eurojust.europa.eu](mailto:EuroMedJustice@eurojust.europa.eu)).

#### 2. What personal information do we collect, for what purpose, on which legal basis and through which technical means?

##### *Legal basis*

The legal basis for the processing operations on personal data is Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012, (hereafter "the Financial Regulation") in particular Article 237 and for the processing of personal data in accordance with Article 5(1) of Regulation (EU) 2018/1725 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 (hereinafter - Regulation (EU) 2018/ 1725).

Processing is necessary for for (1) compliance with the obligations arising from the provisions of the Contribution

Agreement ENI 2020/415-034 and PM0.02/PR/2017/073 (lot 2) Framework Service Contract and (2) with the prior consent of the data subject. (Article 5.1 c and d of the Regulation (EU) 2018/ 1725)).

### ***Purpose of the processing***

The purpose of this process is to facilitate the organisation of the EuroMed Justice meetings as to achieve the objectives set out in EuroMed Justice Agreement.

### ***Technical means***

EuroMed Justice Program collects this information via an application form using EU survey platform. Electronic forms are stored on Eurojust secure ICT environment with restricted access. Data can also be processed by GLOBAL BUSINESS TRAVEL B.V.B.A under the conditions and requirements of EU DP legal framework and PM0.02/PR/2017/073 (lot 2) FWC.

### ***Types of personal data***

The personal data of the following categories of persons will be processed: participants attending EuroMed Justice meetings (online and face to face).

The following categories of data will be processed: title, last name, first name, organisation, function, email, phone, city and country, bank details, Visa details, travel details.

### **3. Who has access to participants' personal data and to whom is it disclosed?**

EuroMed Justice Program Management Team tasked for this purpose by the Program Coordinator and Eurojust staff organising missions will have access to the data. Staff of GLOBAL BUSINESS TRAVEL B.V.B.A, when organising travel and accommodation services based on PM0.02/PR/2017/073 (lot 2) Framework Service contract, will also have access to data.

The transfer of personal data to third countries can be carried out in two situations:

- In the context of the creation of list of participants and the subsequent sharing of these lists to all the participants (including those from third countries); In these cases, Eurojust will request the prior explicit consent of the data subjects concerned, in line with Article 50(1)(a) of Regulation (EU) 2018/1725 and inform the participant regarding possible risks such transfers of personal data will raise. The registration form will be designed in such a way to allow consent/ refuse for being included in the list of participants and data being shared with the other participants.

- In the context of the organisation of travel, accommodation and connected services in third countries with the use of the service provider GLOBAL BUSINESS TRAVEL B.V.B.A, based on PM0.02/PR/2017/073 (lot 2) Framework Service contract; In these cases, Article 50(1)(c) of Regulation (EU) 2018/1725 is applicable; For organising these services GLOBAL BUSINESS TRAVEL B.V.B.A will transfer personal data to the Airline companies, hotels and other similar entities for organising the participation of data owners to EuroMed Justice events;

#### **4. How do we protect and safeguard your information?**

The information is electronically archived in the secured Data Management System of Eurojust. All IT tools at Eurojust are developed according to a standard set of security and are thoroughly tested accordingly, to ensure robustness and reliability. Paper files are stored in secured lockers and are destroyed in compliance with security procedures. Data can also be processed by GLOBAL BUSINESS TRAVEL B.V.B.A under the conditions and requirements of EU DP legal framework and PM0.02/PR/2017/073 (lot 2) FWC.

#### **5. How can you verify, modify or delete your information**

In case you wish to verify which personal data is stored on your behalf by the Controller, have it modified, corrected, or deleted, or restrict the processing, or object to it or to exercise the right to data portability, please make use of the following email address: [EuroMedJustice@eurojust.europa.eu](mailto:EuroMedJustice@eurojust.europa.eu) , by explicitly describing your request. Any correction of your personal data will be taken into consideration from the data protection point of view.

#### **6. How long do we keep your personal data?**

Data will be kept for a limited period of time (until the closing of the programme – December 2023) for programme facilitation, assuring continuity and consistency, auditing and accuracy purposes.

#### **7. How can data subjects verify, modify or delete personal data?**

Data subjects have the right to access, rectify or erase or restrict the processing of the personal data or, where applicable, the right to object to processing or the right to data portability in line with Regulation (EU) 2018/1725. Any such request should be directed to the data controller, by using the following email address: [EuroMedJustice@eurojust.europa.eu](mailto:EuroMedJustice@eurojust.europa.eu)

#### **8. Contact information**

In case of queries regarding the processing of personal data:

Eurojust Data Protection Officer can be contacted via email: [dpo@eurojust.europa.eu](mailto:dpo@eurojust.europa.eu).

## 9. Recourse

You have the right of recourse to the European Data Protection Supervisor EDP via email:

[edps@edps.europa.eu](mailto:edps@edps.europa.eu) or following the link: [https://edps.europa.eu/data-protection/our-rolesupervisor/complaints\\_en](https://edps.europa.eu/data-protection/our-rolesupervisor/complaints_en).

## CONSENT FORM

### **Process of personal data**

The information you provide in this form will be only processed with regard to the organisation of EuroMed Justice events and the facilitation of the participation of representatives of EU Member States and South Partner Countries in EuroMed Justice events. The data will be only accessible to EMJ Programme Management Team, tasked by the Programme Coordinator and GLOBAL BUSINESS TRAVEL B.V.B.A who will organise travel, accommodation and similar services for participants in EuroMed Justice meetings. Further on, for the meetings organised in third countries, GLOBAL BUSINESS TRAVEL B.V.B.A can transfer personal data to third countries (Airline companies, hotels, similar providers) for organising these services. More information on how we process your personal data can be found in the Data Protection Notice.

If you wish to exercise your rights as a data subject to access, correct, block or delete your personal data, as defined in [Regulation \(EU\) 2018/1725](#) of 23 October 2018 and the Data Protection Rules of Eurojust, please contact [EuroMedJustice@eurojust.europa.eu](mailto:EuroMedJustice@eurojust.europa.eu). You also have the right to put forward requests for information, enquiries or claims for an alleged breach of the Data Protection Rules of Eurojust to the Data Protection Officer.

### **Transfer of personal data to third countries**

The transfer of personal data to third countries can be carried out in two situations:

- In the context of the creation of list of participants and the subsequent sharing of these lists to all the participants (including those from third countries); In these cases, Eurojust will request the prior explicit consent of the data subjects concerned, in line with Article 50(1)(a) of Regulation (EU) 2018/1725 and inform the participant regarding possible risks such transfers of personal data will raise.
- In the context of the organisation of travel, accommodation and connected services in third countries with the use of the service provider GLOBAL BUSINESS TRAVEL B.V.B.A, based on PM0.02/PR/2017/073 (lot 2) Framework Service contract; In these cases, Article 50(1)(c) of Regulation (EU) 2018/1725 is applicable; For organising these services GLOBAL BUSINESS TRAVEL B.V.B.A will transfer personal data to the Airline companies, hotels and other similar entities for organising the participation of data owners to EuroMed Justice events;

### **List of participants**

A list of participants will be prepared and shared with the participants following the meeting. Please let us know if you consent to be included in that list or not. Only participants prior consenting to be included in the list will be part of it. Please be advised that the list of participants will be shared also with participants from third countries outside EU.

Please note that should you agree your professional details be included in the list of participants these contact details will be shared with the other participants (from EU Member states or South Partner Countries – Algeria, Egypt, Israel, Jordan, Lebanon, Libya, Morocco, Palestine\* and Tunisia).

This means your professional details can be transferred to countries outside the European Union for which no adequacy decision pursuant to Article 47 of [Regulation \(EU\) 2018/1725](#) or appropriate safeguards pursuant to Article 48 of [Regulation 2018/1725](#) that ensure an adequate level of protection applicable to the transfer for your data in those respective countries as the level foreseen by EU data protection legislation, are in place.

The controller is not able to assess the level of protection and the applicable standards for the protection of individuals with regard to the processing of personal data in these third countries, thus please be informed that such transfers could pose risks for the data subject and that similar data protection remedies as at EU level are not available.

### **Your explicit consent for being included in the List of participants**

Do you agree that your contact details be included in the list of participants?

Yes/ No

Please let us know which of your contact details you agree to be included in the list of participants?

First Name/ Last Name/ Email address/ Organisation/ Position/Country