



EUROPEAN COMMISSION

PROTECTION OF YOUR PERSONAL DATA

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

Processing operation: Management of the Services supporting DG MARE simplification activities

Data Controllers: Directorate-General for Maritime Affairs and Fisheries (DG MARE), Unit A.4

and the European Climate, Infrastructure and Environment Executive Agency (CINEA), Unit D.3 (hereafter referred to as “controllers”)

Record reference: DPR-EC-01011 and CINEA record 2021-003/R1-COMM-02

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1. Introduction

The European Commission (hereafter 'the Commission') and the European Climate, Infrastructure and Environment Executive Agency (hereafter 'CINEA') are committed to protect your personal data and to respect your privacy. The controllers collect and further process 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 (repealing Regulation (EC) No 45/2001).

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 controllers 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 "*Services supporting DG MARE simplification activities*" undertaken by the controllers is presented below.

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

Personal data under this Privacy Statement are only collected and processed in the context of the consultations and evaluations carried out with regard to "*Services supporting DG MARE simplification activities*", which aim in particular to identify most burdensome obligations within the fisheries industry through consultation of a broad range of stakeholders, and to identify potential areas of simplification.

The "*Services supporting DG MARE simplification activities*" consists of multiple consultation activities, such as an e-survey, interviews and workshops in Brussels, involving a wide stakeholder engagement process of the fisheries and aquaculture sector (comprising primary production, processors and marketing) as well as public authorities.

Personal data under this Privacy Statement are only collected and processed for purposes described above and shall not be used for any other purposes. Your personal data may be processed in the context of:

- the conduction of surveys;
- the organisation and conductions of interviews and workshops;
- the management of a database supporting the above activities and containing contact details of persons who were identified as relevant stakeholders and/or expressed interest to be invited to be contacted for the purposes of the study, for example to be invited for follow up interviews or workshops;
- Recording of videos during the workshops only for the purpose of minutes and reports, the recording will not be published;
- Communication and dissemination activities concerning news, activities, initiatives and events in the area of "*Services supporting DG MARE simplification activities*";
- Storage of documents containing personal data in document management systems, i.e. the Commission system ARES (for further information on the Commission's document management system please refer to the processing operation 'Management and (short- and medium-term) preservation of Commission documents', reference number: [DPR-EC-00536](#)).

The subject matter of the consultation activity may require you to provide personal data in your response that may identify or make you identifiable. These personal data will only be published subject to your explicit consent.

It is your responsibility if you opt for confidentiality of your personal data to avoid any reference in your submission or contribution itself that would reveal your identity.

The consultation activity uses the Commission's online questionnaire tool EU Survey that requires you to login via your 'EU Login' or 'social media account'. 'EU Login' requires certain personal data such as the name, surname and e-mail address of the registrant. For further information, please refer to the privacy statements of 'EU Login' and 'EU Survey' as well as the processing operations 'Identity & Access Management Service (IAMS)' (reference number in the public DPO register: [DPR-EC-03187](#)) and 'EUSurvey' (reference number: [DPR-EC-01488](#)). Should you choose to log in through your social media account, please refer to the pertinent social media platform's privacy statement.

If you are contacted by us during this study, e.g. with regard to surveys or to invite you to join for an interview or workshop ('reality check'), we do so because your contact details were already in the possession of the controllers and it has been concluded that your views are relevant and necessary to inform the specific initiative, policy or intervention concerned by the targeted consultation or because you have informed us that you would be interested in being contacted for a follow up interview - invited to a workshop.

Interviews or workshops might be recorded for the purpose of drawing up reports or minutes. Records exclusively used for this purpose will be deleted after the drawing up of the report or the minutes in question. Access to such recordings will be restricted to staff of the controllers or its processors responsible for the report/minutes and immediately deleted thereafter. Participants' names will not be included in the minutes/reports, unless they consent to this.

Please note that as a participant of the workshop, if you object to this and do not wish to become part of the recordings you can abstain from intervening directly during the workshop. For online interviews or workshops, speakers not wishing to have their image recorded can turn off their camera.

Pictures and video-clips might be taken during the workshops for the creation of online or offline communication material to be used after to communicate on the initiative, e.g. for publication on DG MARE and CINEA social media channels.

Participants will be contacted to obtain their explicit consent to have their image recorded and used for the creation of offline or online communication material. Speakers who do not wish to be photographed or recorded for this purpose can notify the controller. Speakers or participants, not wanting to be photographed will not be photographed, or their image will be blurred.

The collected responses to interviews/surveys will be presented as aggregated data in the reports including interview/survey results. These reports might be publicly available but will not include any personal data.

The personal data processed may be reused for the purpose of procedures before the EU Courts, national courts, the European Ombudsman or the European Court of Auditor.

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?

We process your personal data, because:

- processing is necessary for the performance of a task carried out in the public interest, as provided for in Article 5(1)(a) of Regulation (EU) 2018/1725, in the Treaty of the European Union and more specifically its Articles 1 and 11, Article 298 of the Treaty of the functioning of the European Union, read in conjunction with Recital 22 of Regulation (EU) 2018/1725 as well as the Protocol 2 on the application of the principles of subsidiarity and proportionality in connection with Article 2 and 36 of c) and (e) Regulation (EU) 1380/2013 and Regulation (EU) 2021/1139 of the European Parliament and of the Council of 7 July 2021 establishing the European Maritime, Fisheries and Aquaculture Fund and amending Regulation (EU) 2017/1004;
- you have freely given your explicit consent to the processing of your personal data, as provided for in Article 5(1)(d) of Regulation (EU) 2018/1725:
 - to publish personal data provided in the course of the responses to the EU survey (if applicable)
 - to process special categories of personal data where they have been provided spontaneously by the respondent
 - for the specific purpose of being contacted for an interview related to simplification and / or cost-benefits of the control regulation, being invited to a workshop ('reality check') in Brussels related to simplification, its activities and events;
 - to record and publish your image taken in the course of a meeting as specified above;
 - to publish your name in the minutes of the meeting (only for participants);
 - to process additional personal data provided in the course of the organising of an event, e.g. to accommodate specific access restrictions or dietary preferences.

Your consent can be withdrawn at any time by contacting the controllers (see contact details under Heading 9 below).

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

In order to carry out this processing operation the controllers collect the following categories of personal data:

- name and surname;
- e-mail address;
- phone number;
- profession;
- job title;
- organisation / company name;
- age;
- organisation type;

- pictures/recordings taken during events as specified above
- any other personal data, including potentially special categories of data falling under 10 Article 10 of Regulation (EU) 2018/1725, if the data subject chooses to provide such data in the course of the reply to a survey or interview;
- other personal data provided for the purpose of organising the participation in meetings, such as financial data for reimbursements, dietary or access requirements specified by the participant.

The provision of your personal contact data is necessary to contact you for the interviews and/or workshops planned during this project.

Should you withdraw your consent for processing of this personal data at any time, we consider that you withdraw your interest and will remove your contact details from our database.

You can decide which other personal data you would like to provide, e.g. during the interview or workshops.

Please note that controllers will not request nor expect that data subjects provide any special categories of personal data as listed in Article 10 (1) of Regulation (EU) 2018/1725 (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”) related to themselves or to third persons in their contributions to the targeted consultation activity. Any spontaneous inclusion of these types of personal data is the responsibility of the data subject and we will consider your sharing of this data as explicit consent to process it in the same manner as all other personal data in accordance with Article 10(2)(a) of Regulation (EU) 2018/1725. You can always contact us for more details.

5. How long do we keep your personal data?

The controllers only keep your personal data for the time necessary to fulfil the purpose of collection or further processing.

Your contact data will be stored on the contact database related to this project. You can request your contact details to be deleted from this database via sending an e-mail to one of the contacts in section 9 of this document. E-mails or queries sent through us via email are kept as long as needed to process the request and immediately deleted when the request is closed. In any event, the corporate policy of the European Commission in terms of messages retention provides for an automatic deletion after 6 months.

The contact data contained in the data base will be deleted immediately after the respective targeted consultation activities for which it was used has been concluded (or upon request of the data subject concerned as described above). The database will not be retained and all remaining data will be deleted after the consultation activities have been concluded.

Additional personal data provided through EU surveys will only be further processed if necessary for the purpose of the survey, otherwise it will be deleted immediately.

Recording taken for drafting minutes and reports will only be kept as long as necessary for this purpose and deleted immediately afterwards.

Personal data may become part of the consultation file, e.g. data contained in minutes, participants list and reports. Such data will be kept for a maximum of five years after the closure of the file to which the present targeted consultation belongs. A file is closed at the

latest once there has been a final outcome in relation to the initiative to which the targeted consultation contributed.

This administrative retention period of five years is based on the retention policy of European Commission documents and files (and the personal data contained in them), governed by the common Commission-level retention list for European Commission files [SEC\(2019\)900](#). It is a regulatory document in the form of a retention schedule that establishes the retention periods for different types of European Commission files. That list has been notified to the European Data Protection Supervisor.

The administrative retention period is the period during which the Commission departments are required to keep a file depending on its usefulness for administrative purposes and the relevant statutory and legal obligations. This period begins to run from the time when the file is closed.

In accordance with the common Commission-level retention list, after the 'administrative retention period', files including (the outcome of) targeted consultations (and the personal data contained in them) can be transferred to the Historical Archives of the European Commission for historical purposes (for the processing operations concerning the Historical Archives, please see record of processing 'Management and long-term preservation of the European Commission's Archives', registered under reference number [DPR-EC-00837](#)).

Pictures and recordings taken at the event for the purpose of communication on the initiative and the consultation activities will be kept for a maximum of 2 years.

Sensitive personal data relating to dietary and/or special access requirements will be deleted as soon as they are no longer necessary for the purpose for which they have been collected in the framework of the event, but no later than within 1 month after the end of the workshop.

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 either on the servers of the European Commission, CINEA or of its contractors.

All processing operations by the Commission and CINEA 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. The controllers' contractors are bound by a specific contractual clause for any processing operations of your data on behalf of the Commission and CINEA, and by the confidentiality obligations deriving from the transposition of the General Data Protection Regulation in the EU Member States [GDPR](#).

The external contractors working for the European Commission and CINEA and acting as processors for the purposes explained under Heading 2 above are:

1. Deloitte Consultative Services B.V., The Netherlands
2. MRAG Europe Limited, Ireland
3. Stichting Wageningen Research, The Netherlands

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

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

Access to your personal data is provided to the Commission, CINEA and its processors staff (CINEA's contractors and subcontractors' authorised staff) responsible for carrying out this processing operation according to the "need to know" principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

Where necessary, we may also share your information with our service providers as listed in point 6 for organising activities and events.

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.

The e-survey may use "cookies" to ensure communication between the client and the server. Therefore, the user's browser must be configured to accept "cookies". The cookies disappear once the session has been terminated; local storage to save copies of the inputs of a participant to a survey to have a backup if the server is not available during submission or the user's computer is switched off accidentally or any other cause.

Some events may use third-party IT tools (e.g. Cisco Webex, MS Teams, Zoom, Skype, Sli.do or alternative tools to interact with the audience), which may collect personal data for the purpose of connecting to them and have more specific cookies and privacy policies. We encourage you to read their privacy statements before using them.

We may use third-party IT tools to inform about and promote the workshops and consultation activities through widely used communication channels, including the social media. (For detailed information about the use of social media by the European Commission, see the Record of Processing DPR-EC-00073 (Social Media Use by the European Commission)). You can watch our videos, which we also upload to our X, LinkedIn and Instagram page.

In order to protect your privacy, our use of third-party IT tools to connect to those services does not set cookies when our website pages are loaded on your computer (or other devices), nor are you immediately redirected to those social media or other websites. Only in the event that you click on a button or "play" on a video to watch it, a cookie of the social media company concerned will be installed on your device. If you do not click on any social media buttons or videos, no cookies will be installed on your device by third parties.

In order to view such third-party content on our websites, a message will alert you that you need to accept those third parties' specific Terms and Conditions, including their cookie policies, over which the Commission and CINEA have no control.

We recommend that users read the relevant privacy policies of X, LinkedIn and Instagram carefully before using them. These explain each company's policy of personal data collection and further processing, their use of data, users' rights and the ways in which users can protect their privacy when using those services. Instagram carefully before using them.

The use of a third-party IT tool does not in any way imply that the controllers endorses them or their privacy policies. In the event that one or more third party IT tools are occasionally unavailable, we accept no responsibility for lack of service due to their downtime

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 the right to object to the processing of your personal data, which is lawfully carried out pursuant to Article 5(1)(a) of Regulation (EU) 2018/1725 on grounds relating to your particular situation.

Where you have consented to provide your personal data to the controllers for the present processing operation, you can withdraw your consent at any time by notifying the controllers via the contact information provide in section 9 of this document. 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 controllers 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 controllers

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 controllers:

DG MARE, Unit A.4 at mare-A4@ec.europa.eu

CINEA, Unit D.3 at CINEA-EMFAF-CONTRACTS@ec.europa.eu

- The Data Protection Officer (DPO) of the Commission or CINEA

You may contact the Data Protection Officer of the Commission at DATA-PROTECTION-OFFICER@ec.europa.eu or of CINEA at CINEA-DPO@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 Commission, which have been documented and notified to him. You may access the register via the following links: for the Commission

<http://ec.europa.eu/dpo-register> and for CINEA https://cinea.ec.europa.eu/about-us/data-protection/public-central-register-data-protection_en.

This specific processing operation has been included in the DPO's public register with the following Record reference: DPR-EC-01011 and in the CINEA record 2021-003/R1-COMM-02.

