

## ***Privacy statement for the EUI Degree Conferring Ceremony***

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### **1. Online registration relating to the EUI Degree Conferring Ceremony**

Degree candidates are invited by email to register online for the above mentioned event. While registering, your personal data will be collected and further processed for the purposes detailed below. The relevant data processing operations thereof and the conference are under the responsibility of the Director of the EUI's Academic Service acting as the Data Controller.

As this online service collects and further processes personal data, the EUI's Data Protection Policy outlined in the [Decision of the President No. 10 of 18 February 2019 regarding data protection at the EUI](#) is applicable.

### **2. Why is data collected and further processed?**

- Processing of participants' personal data is needed for the efficient organisation and management of the event, including i.a. event follow-up, follow-up actions, newsletter and publications.
- Photo, video and audio recording may be also needed for creating awareness and distributing information on the event.

### **3. What personal data does the EUI collect and further process, and how?**

- Only the following registration data will be collected: title, family name, first name, department affiliation, e-mail address, phone number.
- Photographs/pictures, presentations, audio and video recording of speakers and participants and live web streaming of this public event will be taken. They may be reproduced in various media including EUI publications, the EUI website, social networks, TV channels and the press, in connection with the event, or for further cultural and institutional purposes as well as for promotional activities of the EUI. However, a photograph portraying a particular individual may be published only with the explicit consent of that individual.
- If you wish that your image or voice is not recorded and published, for compelling and legitimate grounds relating to your particular situation, please contact the conferring ceremony organisers who will accommodate your needs, if possible.

#### **4. Who collects and has access to your personal data and to whom is it disclosed?**

- Personal data may be collected only by the EUI services and units involved in the organisation of the conferring ceremony.
- Photographs/pictures, presentations, audio and video recordings will be collected by the EUI's Real Estate and Facilities Service as well as by the Communications Service.

#### **5. Technical Information**

This website uses cookies for session management. The session information used by this website may remain on your system after you leave the site or your browser is closed. You can disable cookies by modifying the settings in your browser's options. However, doing so will reduce the functionalities available to you (editing your profile).

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

- All personal data collected are internally processed only by designated EUI staff members or agents and stored on servers which abide by the EUI's security rules and standards.
- In case an external contractor assists in the organisation of the event, the collected personal data and all information related to the event is stored on a computer of the external processor, acting as processor, who has to guarantee the data protection, security and confidentiality required by EUI President's Decision No. 40/2013 regarding Data Protection.
- Participants' data may be shared with service providers and/or external contractors and organisers only for institutional purposes pertaining to the organisation of the event and provided they have in place comparable safeguards for the protection of privacy.
- The list of participants may be transmitted to law enforcement authorities only upon their specific request justified only by security reasons pertaining to the conference, without any comments or revisions, and only after authorisation of the President of the EUI. Participants may be distinguished into categories only for logistic purposes.

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

If you wish to verify which personal data is stored by the responsible Data Controller, or access, correct or delete your personal data stored at the EUI, please get in touch with the Data Controller at the address indicated below.

## 8. Contact information

- If you have any questions or requests concerning the personal data collected for this event, please contact the Data Controller and conferring ceremony organiser at: [conferring.ceremony@eui.eu](mailto:conferring.ceremony@eui.eu)
- For more information about the EUI data protection policy, please visit: <http://www.eui.eu/AboutTheWebsite/DataProtection.aspx>.

## 9. Recourse

- Remarks may be addressed to the [EUI's Data Protection Officer](#)
- Complaints may be addressed to the Data Controller:  
Director of the Academic Service  
European University Institute,  
Via de Roccettini, 9,  
San Domenico di Fiesole,  
Italy

Phone: +39 055 4685 379

Fax: +39 055 4685 444

E-mail: [conferring.ceremony@eui.eu](mailto:conferring.ceremony@eui.eu)

They should be notified simultaneously to the [EUI's Data Protection Officer](#).