

PRIVACY NOTICE – SESAR Innovation Days 2021

The SESAR JU Spotlight hybrid event 2021 involves processing of personal data, which shall comply with Regulation (EU) N° 2018/1725¹ (the “Regulation”).

This privacy notice explains how the SESAR JU uses any information you give to us, and the way we protect your privacy. Furthermore, it describes the rights you have as a data subject and how you can exercise these rights.

SESAR JU protects the fundamental rights and freedoms of natural persons and in particular their right to privacy with respect to the processing of personal data.

We provide the following information based on articles 14 to 16 of the Regulation.

What is the purpose of the processing?

- a) Register participants to the SESAR Innovation Days (SIDs) 2021 event
- b) Contact participants via the SESAR JU e-marketing tool, in advance of and after the event to provide information related to the event
- c) Create audio/video recordings and pictures of the event
- d) Publish event recordings and pictures on SESAR JU website, newsletter, YouTube and online social media channels
- e) Enable the SESAR JU to track and analyse participation at its online event(s) in order to better manage online events in the future

Which personal data do we process?

- Name, address, e-mail, organisation and optionally function to register to the event
- Video recordings and photographs of the speakers

Under what legal basis do we process your data?

- Article 5 (1)(a) of Regulation 2018/1725 (public interest)
- Article 5 (1)(d) of Regulation 2018/1725 (explicit consent)

Who is the controller and other actors involved in the processing?

Controller: The SESAR JU, Avenue Cortenbergh 100, 1000 Brussels

Processors: The SESAR JU entrusts the following external service providers to process personal data for the purpose of managing this event:

- TMAB Business Events ([privacy notice](#)) will support the SESAR JU in the event organisation and management of the mobile application
- 20 Seconds to Midnight (20STM) ([privacy notice](#)) supports the SESAR JU with Flexmail and its website
- Zoom will be used as the web conferencing platform ([privacy notice](#))
- Flexmail will be used to send the invitation to the participants ([privacy notice](#))
- Whova will be used as the mobile event application ([privacy notice](#))

¹ Regulation (EU) N° 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 (“EUDPR”).



How is SESAR JU processing the personal data?

The 2021 edition of the SIDs will take place online from 7-9 December.

The processing of personal data starts from the moment that a data subject receives an informative email on the event. Interested participants enter their registration data into a form on the SESAR JU website. These data are stored on the SESAR JU website and are used to contact participants about the event. The registration will be sent to participants using Flexmail (our e-marketing tool) as an individual email.

When completing the registration form, participants are asked to adhere to SESAR JU's terms and conditions for online events, as well to confirm having read the specific privacy notice of the event. The registration form also includes an opt-in to be added to the SESAR JU newsletter. Data subjects can at any time check and update their personal data via the 'edit profile' link and unsubscribe via the 'unsubscribe' link available on the bottom of every newsletter.

The mobile app Whova ([privacy notice](#)), will be used to help participants plan, attend, follow the event and network with other participants. Use of the app is mandatory to attend the event. When launching the mobile app, users will provide their email address and their name. Only the name is shared by default with other participants. Users may add voluntarily more information about them (e.g. organisation, function, LinkedIn account etc.). An attendee can also choose not to be visible to other attendees.

The event will be recorded. Only the speakers appear in the event recording. The camera and microphone of participants is by default turned off. Should a participant open their camera or microphone, it is deemed that they consent to be included in the recording.

The web conferencing platform used may collect some data on the browser experience of participants, such as their IP address, the event they visited, when they visited, the webpage they were redirected from and for how long they attended the event. More information can be found in [Zoom's privacy notice](#).

Our contractor TMAB will also do an analysis of the event, for example average length of time attending the virtual event, stakeholder type or geographic reach of the event participants. The report is anonymous and only aggregated data are used to compile it.

The recordings and pictures of the event are stored on the SESAR JU shared communications drive with restricted access rights to the External Affairs and Communication Team and may also be published on the SESAR JU website, newsletter, social media channels and YouTube channel.

You can find more details in the following privacy notices:

- [Registration of participants to SESAR JU events](#)
- [Webinars and online events](#)
- [Webinars and online events via Zoom](#)
- [SESAR JU mobile application](#)
- [SESAR JU newsletter](#)

See <https://www.sesarju.eu/dataprotection> for more information.

How do we protect and safeguard your information?

- Staff dealing with this processing operation is designated on a need-to-know basis
- Access control and technical measures such as physical locks and/or secure connections and firewalls

- Appropriate technical and organisational security measures, giving due regard to the risks inherent in the processing and to the nature of the personal data concerned
- The online event will be assigned to a meeting ID and password which will be communicated to the invited participants. Unauthorized participants are prevented to join the event
- The record function is only available to the host of the event

Who can access to your personal data and to whom is it disclosed?

- Data subject themselves
- Designated SESAR JU staff members managing the event on a need to know basis
- The general public for the pictures and videos uploaded on the SESAR JU website, YouTube and social media channels
- The processors mentioned above involved in the event management

What are your rights and how can you exercise them?

You have the right of access to your personal data and to relevant information concerning how we use it. You have the right to rectify your personal data. Under certain conditions, you have the right to ask that we delete your personal data or restrict its use. You have the right to object to our processing of your personal data, on grounds relating to your particular situation, at any time. In addition, you have the right not to be subject to a decision based solely on automated processing of data, including profiling, if such decision has legal effect on you, except for certain situations, such as entering into a contract (as required by articles 14-16 & 24 of the Regulation).

Information on action taken on the data subject's request to exercise her/his rights shall be provided without undue delay and in any case within one month of receipt of the request. In case of complex or voluminous requests, this period may be extended by another two months, in which case the SESAR JU will inform the data subject.

Data subjects have the **right to withdraw their consent at any time** by sending a written request to communications@sesarju.eu. Please note that withdrawing your consent does not affect the lawfulness of any processing based on your consent before this consent is withdrawn.

The content of these rights is detailed in the [Data Protection Notice page in SESAR JU website](#) which contains also information about the contact points and recourse (including EDPS <http://www.edps.europa.eu> and edps@edps.europa.eu, and SESAR JU DPO sju.dataprotection@sesarju.eu) as well as detailed information on the exercise of the rights.

Possible restrictions as laid down in Article 25 of the Regulation and the upcoming SESAR JU Decision on Restrictions may apply.

How long is the data retained?

Video tapes, photographs and registration details are retained for the lifetime of the SESAR JU and its successor. This is in order for us to:

- Maintain a historical database of previous SESAR JU events
- Be able to contact previous event attendees in order to invite them to similar events in the future analyse trends in event attendance, for example – increases or decreases in event attendance and the types of stakeholders attending our events
- Data entered in the SESAR mobile app is stored on the mobile application for a period of 12 months, after which it is deleted
- Contact data of the newsletter subscribers are stored until a subscriber asks to be removed from the newsletter list



Data subjects can always withdraw their consent and have their data deleted by contacting the team responsible at: communications@sesarju.eu

Complaints, concerns and recourse

Should you have any complaint or concern you may contact:

- the Data Protection Officer of the SESAR JU: sju.data-protection@sesarju.eu and
- the SESAR JU External Affairs & Communication team at communications@sesarju.eu
- In addition, as a data subject, you have a right to recourse to the European Data Protection Supervisor (EDPS) at any time by e-mail to edps@edps.europa.eu or a letter to the EDPS postal address marked for the attention of the EDPS DPO: European Data Protection Supervisor, Rue Wiertz 60, B-1047 Brussels, Belgium

For more information on the EDPS, please consult their website: <https://edps.europa.eu>

Additional information

More information on Data Protection at the SESAR JU can be obtained in the [SESAR JU register of data processing operations](#) and in the privacy notices published in the SESAR JU web site. This privacy notice will be included in the registration form.