



EUROPEAN COMMISSION

PROTECTION OF YOUR PERSONAL DATA

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

Processing operation: *Youth4Regions*

Data Controller: Directorate-General for Regional and Urban policy

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1. Introduction

The European Commission (hereafter ‘the Commission’) is committed to protect your personal data and to respect your privacy. The Commission collects and further processes 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 Data Controller with whom you may exercise your rights, the Data Protection Officer and the European Data Protection Supervisor.

The information in relation to processing operation Youth4Regions, competition for students and young journalists between 18-30, citizens of an EU Member State or EU neighbouring country, allowing them to gain a first hand work experience as a journalist in Brussels. The programme is organised by Directorate-General for Regional and Urban policy – Communication Unit is presented below.

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

Purpose of the processing operation: **Directorate-General for Regional and Urban policy – Communication Unit** collects and uses your personal information to manage the competition, including management of: lists and mailings-lists for contacts, invitations, participants, reports, distribution of reports, feedback on reports, meeting follow-up, follow-up meetings, follow-up actions, presentations, news and publications.

In order to apply in the competition, the applicants need to provide their name, email address and country of origin, in a standard form available online: <https://youth4regions.win/>. The form is operational until 15 July, 17:00 CET.

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 is necessary for the management and functioning of the Commission, as mandated by the Treaties, and more specifically Articles 5, 11 and 13 TEU and Articles 15, 244 - 250 TFEU. In addition, the processing is necessary as part of the European Commission's obligation to provide information about EU-financed actions through ESIF Funds, IPA and European Union Solidarity Fund.

(a) processing is necessary 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;

(d) the data subject has given consent to the processing of his or her personal data for one or more specific purposes;

*We do not process **special categories of personal data according with Article 10 of Regulation (EU) 2018/1725***

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

In order to carry out this processing operation **Directorate-General for Regional and Urban policy – Communication Unit** collects the following categories of personal data:

name, e-mail address of the person creating the account, IP address, location and application submission (either article or video&script);

The provision of personal data is not mandatory.

5. How long do we keep your personal data?

Directorate-General for Regional and Urban policy – Communication Unit only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing, namely for

Successful candidates: as the European Commission will cover the travel of the successful candidates, the data will be kept for 10 years.

Non-successful candidates: the data is kept until the announcement of the results of the competition.

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 or of its contractors, ICF Next S.A. – acting as data processor for the management and organisation for the competition. All processing operations 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 Commission’s contractors are bound by a specific contractual clause for any processing operations of your data on behalf of the Commission, and by the confidentiality obligations deriving from the transposition of the General Data Protection Regulation in the EU Member States (‘GDPR’ [Regulation \(EU\) 2016/679](#))

In order to protect your personal data, the Commission has 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 staff responsible for carrying out this processing operation and to authorised staff according to the “need to know” principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

ICF Next S.A. – acting as data processor for the management and organisation for the competition

ICF Next uses Drupal 8 and specifically the included webform module protected by captcha to host the competition application submission. The application form is hosted by ICF Next Brussels. At login Drupal will place a technical session cookie on the user machine. This technical cookie is mandatory for the proper functioning of Drupal and will be automatically deleted at the end of the session – i.e., when the browser page is closed.

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, rectify or erase your personal data and the right to restrict the processing of your personal data. Where applicable, you also have the right to object to the processing or 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). *[If applicable, indicate if your processing relates to automated decision-making, including profiling (Article 24(2)(b) of Regulation (EU) 2018/1725)].*

You have consented to provide your personal data to **Directorate-General for Regional and Urban policy – Communication Unit** for the present processing operation. You can withdraw

your consent at any time by notifying the Data Controller. 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 Data Controller, 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 Controller

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 Data Controller, Directorate-General for Regional and Urban policy – Communication Unit, REGIO-A2-COMMUNICATION@ec.europa.eu.

- The Data Protection Officer (DPO) of the Commission

You may contact the Data Protection Officer (DATA-PROTECTION-OFFICER@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 link: <http://ec.europa.eu/dpo-register>.