

INFORMATION SOCIETY AND ACTION AGAINST CRIME
DIRECTORATE
INFORMATION SOCIETY DEPARTMENT
THE HEAD OF DEPARTMENT

Strasbourg, 3 May 2016

**CONVOCACTION OF THE MEETING OF THE
AD HOC COMMITTEE ON DATA PROTECTION
(CAHDATA)**

- Opening :** *Wednesday, 15 June 2016 (9.30 a.m.)*
- Closing :** *Thursday, 16 June 2016 (expected time: 5 p.m.)*
- Place:** *Strasbourg, Council of Europe,
"Palais de l'Europe" building, Room 6.*
- Subjects to be covered:** *The CAHDATA will examine the outstanding issues regarding provisions of the draft amending protocol to the Convention for the Protection of Individuals with regard to Automatic Processing of Personal Data (ETS No. 108).*

Following the adoption of the 2016 [Terms of Reference](#) of the Ad hoc Committee on Data Protection (CAHDATA) by the Committee of Ministers' Deputies at their 1252th meeting of 30 March 2016, Permanent Representations, Embassies and Organisations are kindly invited to inform the Secretariat about the person appointed as member / participant or observer of the CAHDATA and to forward the present convocation to the nominated person.

1. Composition of the Committee

A. Members

The governments of Council of Europe member States, and where appropriate of other States Parties to Convention No. 108, are entitled to appoint as members of the CAHDATA a representative of the highest possible rank from their national ministry or from the relevant public authority responsible for data protection policies.

The Council of Europe will bear the travel and subsistence expenses of one representative from each member of the ad hoc committee.

Each member of the committee shall have one vote. Where a government designates more than one member, only one of them is entitled to take part in the voting.

B. Participants

The governments of States that are not members of the Council of Europe which have been invited by the Committee of Ministers to accede to Convention No. 108 (i.e. Morocco, Mauritius, Senegal and Tunisia) are entitled to appoint to the CAHDATA a representative of the highest possible rank from their national ministry or from the relevant public authority responsible for data protection policies, without the right to vote.

The following Council of Europe bodies may send one or more representatives to the meeting of the CAHDATA, without the right to vote but with defrayal of expenses at the charge of their respective administrative budgets:

- the Parliamentary Assembly;
- the Congress of Local and Regional Authorities of the Council of Europe;
- the European Court of Human Rights;
- the Commissioner for Human Rights of the Council of Europe;
- the Consultative Committee of the Convention for the Protection of Individuals with regard to Automatic Processing of Personal Data (T-PD);
- the Conference of INGOs of the Council of Europe;
- the Steering Committee for Human Rights (CDDH) and its Committee on Bioethics (DH-BIO);
- the European Committee on Legal Co-operation (CDCJ);
- the European Committee on Crime Problems (CDPC);
- the Cybercrime Convention Committee (T-CY);
- the Steering Committee on the Media and Information Society (CDMSI);
- the Data Protection Commissioner of the Council of Europe.

The following may send representatives, without the right to vote and without defrayal of expenses:

- The European Union;
- Observer States to the Council of Europe: Canada, Holy See, Japan, Mexico, United States of America.

C. Observers

The following States may send representatives, without the right to vote and without defrayal of expenses:

Argentina, Australia, Benin, Belarus, Bolivia, Brazil, Burkina Faso, Cape Verde, Chile, China, Colombia, Costa Rica, Gabon, Ghana, Ecuador, Israel, India, Indonesia, Kyrgyz Republic, Madagascar, Malaysia, New Zealand, Nicaragua, Peru, Philippines, Republic of Korea, South Africa, United Arab Emirates and Vietnam.

The following organisations may send representatives, without the right to vote and without defrayal of expenses:

- International Chamber of Commerce (ICC);
- European Association for the Defence of Human Rights (AEDH);
- International Conference of data protection and privacy Commissioners;
- Europol;
- Interpol;
- Organisation for Economic Co-operation and Development (OECD);
- French-Speaking Association of Personal Data Protection Authorities (AFADPD);
- Ibero-American Network of Data Protection (RIPD);
- International Commission on civil status (ICCS);
- International Committee of the Red Cross (ICRC);
- the Personal Information Protection Commission (PIPC) of the Republic of Korea;
- Internet Society (ISOC);
- Australian Privacy Foundation (APF);
- United Nations (UN);
- Organization of American States (OAS);
- African Union (AU);
- Economic Community of West African States (ECOWAS);
- Association of South East Asian Nations (ASEAN);
- Mercosur;
- Asia Pacific Economic Cooperation (APEC).

2. Participants with defrayal of expenses

The Council of Europe will bear the travel and subsistence expenses of one representative from each member State of the Council of Europe and from other States Parties to Convention No. 108, as well as from States that are not members of the Council of Europe which have been invited by the Committee of Ministers to accede to Convention No. 108.

The Council of Europe will pay the subsistence expenses and travel between the address indicated and the meeting place and subsistence expenses on the terms specified in the enclosed Rules. Please note that the daily allowance has been set at € 175.

Governments wishing to send more than one expert to the meeting should verify with the Secretariat if their participation is possible and will be responsible for bearing the travel and subsistence expenses of the additional experts.

Appointed members are requested to arrange the journey by the most economical route, using if possible tickets at reduced rates (Pex, excursion, etc.). The travel expenses will only be reimbursed upon presentation of documentary evidence of the sum actually paid (original invoice, copy of credit card slip, etc.). Please note that only economy class travel will be reimbursed.

3. General conditions of participation and other matters

- a. Participants should be able to work in at least one of the official languages of the Council of Europe (English, French).
- b. When appointing persons, the governments should take account of Resolution CM/Res(2011)24 and Recommendation N° R(81)6 of the Committee of Ministers to member states on the participation of women and men in an equitable proportion in committees and other bodies set up in the Council of Europe.
- c. Please **send the name, position, address, telephone number and e-mail address** of the person(s) appointed to attend the meeting to the Secretariat responsible for the meeting: Ms. Sophie Kwasny, Data Protection Unit, Secretary of CAHDATA, dataprotection@coe.int **by 20 May 2016**.
- d. Please request persons appointed to attend the meeting to have with them a passport or identity card and this letter of invitation.
- e. When travelling expenses are covered by the Council of Europe, specific travel related risks are covered by a CHARTIS insurance policy (number 2.004.761), which provides cover for persons up to their 76th birthday. The following help line CHARTIS Assistance 24 Hours can be called in case of need: + (32) 3 253 69 16.
- f. By virtue of the Seat Agreement of 2 September 1949 between France and the Council of Europe, the French Authorities are invited to grant where appropriate the visa to the holder of this convocation letter as soon as possible.
- g. The Council of Europe premises are non-smoking.
- h. All documents are available on our [website](#).

Patrick Penninckx
Head of Information Society Department

Encls: - Revised rules concerning the reimbursement of travel and subsistence expenses to government experts and other persons travelling at the charge of Council of Europe budgets
- Draft agenda [CAHDATA (2016)OJ Prov]