

## **Data protection policy:**

By answering this survey, you agree on the collection and on the processing of the personal data requested in this form.

### *What we do with your personal data?*

Whilst processing and storing any data, we always act carefully and in accordance with the applicable laws and regulations. We take measures to ensure an appropriate level of security for protecting your personal data from risk of loss or unauthorised access. These measures include encrypted servers, limited access to any databases for only those people who need it and secure backup of all data. We only provide personal data to third parties if we have your consent and sufficient guarantees for the protection of your data are in place. We do not alter, amend or change your data in any way without your permission.

### *Your data protection rights and protecting your personal information*

The rights you have are set out in the General Data Protection Regulations (GDPR), which are designed to protect and support the personal data rights for everyone. Your rights include:

- **the right to be informed** about who is collecting and processing your data, we set this out above;
- **the right of access** to understand what information about you is being used and how; and
- **the right to withdraw consent:** at any time, you can ask us to delete your personal information and no longer be included in the report.

Data will be stored on Survey Monkey servers and shared within the study team offline. Collected personal data is treated according to Regulation (EU) N° 2018/1725 of the European Parliament and of the Council of 23 October 2018. We will not move or share information about you outside the EU and it will be held securely at all times. Only a small number of people in the team will have access to this data.

### *Who is responsible for the processing of my personal data?*

A team consisting of the following people are responsible for the processing of your personal data:

- Barbara Santibanez, France
- Elizaveta Bagrintseva, Germany

### *Who can I contact if I have questions regarding the use of my personal data?*

If you have any questions or want to amend, delete or access your data, please contact by sending an e-mail to: [youth.HRE@coe.int](mailto:youth.HRE@coe.int)