



Privacy Notice

Youth event

CONFIDENCE IN TOMORROW

European Youth Centre, 14-16 May 2024

1. Who is responsible for data processing?

The Council of Europe Youth Department is the "data controller" with respect to the processing of personal data in relation to the youth event CONFIDENCE IN TOMORROW, which means it has the decision-making power concerning the data processing. Processing of your personal data is governed by the [Council of Europe Regulations on the Protection of Personal Data](#) adopted by the Committee of Ministers on 15 June 2022.

2. What data do we process and for what purpose?

We process personal data that we receive either from you yourself or from another legitimate source (*such as your employer or your assistant*) insofar as they are necessary for us to provide your participation in the youth event CONFIDENCE IN TOMORROW.

We process the types of personal data listed below for the following purposes:

a) Participant administration

To prepare the youth event CONFIDENCE IN TOMORROW we need your name and surname, e-mail address, mobile telephone number, country, professional information, reasons for your interest in and suggestions for the youth event CONFIDENCE IN TOMORROW. We need these data in order to ensure that the agenda is tailored to your specific interests and needs as well as to issue the invitations for the meeting.

b) Publication in participant and check-in lists

As part of the youth event CONFIDENCE IN TOMORROW [Click or tap here to enter text.](#) documentation, we draw up lists of participants and provide these to participants within the framework of the event with a view to promote professional networking. Usually a participant list contains:

- Title, first name and surname
- Professional title
- Employer or youth organisation(s) that the participants are affiliated with, or representing

You can object to the inclusion of your data in the list of participants or specify that particular data should not be included in the list. Should this be the case please contact us when registering your participation, at the latest one week before the event takes place.

c) Use of your e-mail address for transmitting information

After the event, we may use your e-mail address to provide information about other events or activities that may be of interest to you. You can withdraw from receiving e-mails from us at any time by notifying us accordingly by e-mail sent to eyc.programme@coe.int.

3. What is the legal basis for our processing of your data?

We process your personal data on the basis of the Council of Europe's legal instruments and its internal rules in order to carry out activities necessary for the performance of the Council of Europe's tasks.

4. Who has access to your data?

Only those units or persons within the Council of Europe who need your personal data to conduct the youth event CONFIDENCE IN TOMORROW have access to them.

Protection of Personal Data are also adhered to by our external service providers.”]

We use Microsoft Forms as data processor for registration for the youth event CONFIDENCE IN TOMORROW You can find information on Microsoft Forms Security and Privacy [here](#).

5. How do we store your personal data?

Your personal data will be stored electronically on the Council of Europe's servers located in the European Union. We have put in place measures to protect the security of your personal information, including appropriate security measures to prevent your personal information from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed. These measures include encrypted servers, limited access to any databases only for those people who need it and secure backup of all data.

6. How long will your data be stored?

We process and store your personal data until they are no longer necessary for the purposes relating to the organisation of the youth event CONFIDENCE IN TOMORROW and follow up activities, including sharing with you the information on forthcoming activities and events organised by the Council of Europe Youth Department.

7. What are your data protection rights?

You have the right to:

- request access to your personal information held by us;
- request that we correct incomplete or inaccurate personal information that we hold about you;
- request that we delete or remove your personal information when there is no valid reason for us to keep it;
- object to the processing of your personal information on specific grounds relating to your situation.

8. Contacts

If you wish to exercise the above rights, or for any queries, concerns, or requests you may have in connection with the way your data is collected and used, please contact the Council of Europe by:

- sending an email to eyc.programme@coe.int.
- sending an email to the Council of Europe's Data Protection Officer at dpo@coe.int.

If you feel that we have not adequately responded to your request and consider that your data protection rights have been violated as a result of our processing of your personal data, you have the right to lodge a complaint with the Council of Europe Data Protection Commissioner by sending an e-mail to datacommissioner@coe.int.