

Privacy Notice

International Conference “Better Enforcement of National Judicial Decisions: a human rights and rule of law requirement. *Principles, Challenges and Possible Solutions*”

organised by the Council of Europe jointly with the Ministry of Justice of Luxembourg, under the auspices of the Luxembourg Presidency of the Committee of Ministers of the Council of Europe

Strasbourg, France, 17 March 2025 (Palais de l'Europe, room 8)

1. Who is responsible for data processing?

The **High-level Conference “Better Enforcement of National Judicial Decisions: a human rights and rule of law requirement. *Principles, Challenges and Possible Solutions*”** (the Conference) is organised by the Council of Europe jointly with the Ministry of Justice of Luxembourg, under the auspices of the Luxembourg Presidency of the Committee of Ministers of the Council of Europe. In practice, the organisation and the conduct of the Conference is vested in the Council of Europe which will host the meeting on its premises.

The Council of Europe or “we” is the “data controller” with respect to the processing of personal data in relation to the Conference, 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 organise and to provide your participation in the Conference.

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

a) Participant administration

To prepare the Conference we need your name and surname, e-mail address, and professional information. If you chose to provide it, we will also process your country. We need these data in order to organise access to the Council of Europe premises for external participants as well as to issue the programme and invitations for the Conference.

b) Publication in participant and check-in lists

As part of the documentation for the Conference, 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

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 DGI-Execution@coe.int.

d) Reimbursement of travel and subsistence expenses

If you are entitled to reimbursement of travel and subsistence expenses in accordance with the applicable rules, in addition to the data listed in **a)** above we may also process the following categories of data depending on the nature of the expenses incurred: your home address, bank details, itinerary, copies of the relevant tickets and accommodation bookings, evidence of the expenditure actually incurred such as invoices and credit card slips or statements, and information on meals or overnight accommodation provided free of charge.

e) Insurance

. If you are covered by travel insurance taken out by the Council of Europe on your behalf, the services of the Council of Europe in charge of organising travel may also process your home address to determine coverage territory. In the event that you make an insurance claim you will have to provide the following data so that your claim can be processed: your name and surname, phone number, fax number, email address, date of birth and your status in relation to the Council of Europe as well as the relevant information concerning the incident. You may also be required to submit supporting documents concerning the incident as well as the invitation letter from the Council of Europe.

f) Videorecording and broadcasting

The Conference will be videorecorded and broadcast live for the purposes of transparency, visibility and facilitating experience-sharing among participants. The videorecording is also intended to serve as a comprehensive record of discussions and exchanges for historical and organisational purposes and future reference. If you don't want to appear on the videorecording or broadcasting, you may follow the Conference online.

g) Photographs

Photos will be taken during the Conference, for information purposes to illustrate and promote this event, and any related project or programme. The pictures will be published on the Council of Europe websites as well as on social networks used by the Council of Europe.

- Group photos

Those participants not willing to be photographed should opt out by standing out of the frame. Before taking the pictures, all participants will be reminded orally that pictures will be taken and informed of their intended use. They will also be reminded that it is not compulsory to be in the pictures, and that they should stand out of the frame should they not wish to be photographed.

- Other photos

If you do not wish to appear in the photos, you may object to being photographed. Should you wish to object, please contact us before the event preferably when registering your participation.

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.

The legal basis for videorecording and broadcasting of the Conference is our legitimate interest to make the Conference transparent to the public and to keep the videorecording for historical purposes.

The legal basis for taking photographs during the Conference is our legitimate interest to promote the event and make it visible to the general public.

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 Conference have access to them.

If you are entitled to reimbursement of travel and subsistence expenses, your relevant personal data are processed by the services of the Council of Europe in charge of such reimbursements.

If you are covered by travel insurance taken out by the Council of Europe on your behalf and have made an insurance claim, your personal data will first be processed by the services of the Council of Europe in charge of organising travel and then shared with the insurance broker, CIGNA. In case of an accident or illness that requires your hospitalisation, you may contact the insurer, AIG, directly. In this case, the Council of Europe will be notified of the insurance claim made, but the insurer will not be required to provide any medical information to the Council of Europe. The insurer and the insurance broker will process your personal data in accordance with their own data protection policies. You can find information on CIGNA privacy policy [here](#) and AIG privacy policy [here](#).

The Conference will be broadcast live via the website and social networks of the Council of Europe and the videorecording will be subsequently available both on the Council of Europe website and social networks.

Photos will be made publicly available on the Council of Europe websites as well as on social networks used by the Council of Europe.

We use Microsoft Forms as data processor for registration for the event. You can find information on Microsoft Forms Security and Privacy.

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 Conference and follow up activities, including sharing with you the information on forthcoming activities and events organised by the Council of Europe - Directorate General Human Rights and Rule of Law in Strasbourg.

Videorecording and photographs of the Conference will be retained for as long as necessary for their use in public communication channels.

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 DGI-Execution@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.