Privacy Notice

Youth Facing Disinformation – Why Journalists Matter

9–10 November 2026, Strasbourg, France

(online participation vis Teams)

1. Who is responsible for data processing?

The Freedom of Expression and CDMSI Division of the Directorate General of Democracy and Human Dignity or "we", is the "data controller" with respect to the processing of personal data in relation to conference **Youth Facing Disinformation – Why Journalists Matter**, 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 Facing Disinformation – Why Journalists Matter**.

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

a) Participant administration

To prepare the conference **Youth Facing Disinformation – Why Journalists Matter** we need your title, name and surname, e-mail address, age, mobile telephone number, country, professional information, reasons for your interest in the event **Youth Facing Disinformation – Why Journalists Matter** and suggestions for how does your current work relate to journalism, disinformation, media literacy, digital content creation or democratic participation. We need these data in order to select relevant participants, 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 conference **Youth Facing Disinformation – Why Journalists Matter** 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
- Position
- Organisation

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 at to soj.campaign@coe.int.

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 soj.campaign@coe.int.

d) Reimbursement of travel and subsistence expenses

If you are entitled to reimbursement of the abovementioned 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 date and place of birth,
- your bank details,
- your itinerary,
- the visa in your passport issued for your trip related to the event,
- copies of the relevant tickets and accommodation bookings,
- information on special needs and dietary restrictions,
- 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.

In this case, we will ask you for the relevant information and documents at a later stage.

e) Visa support

If you are entitled to visa support, in addition to the data listed in section (a) above, we may also process details of your identity document.

f) Remote participation

We will provide remote participants with a Zoom link with login instructions. To facilitate remote participation, we will process the remote participants' names, surnames, and email addresses. Remote participants will be able to choose whether to turn their cameras on or off.

g) Photographs

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

- Group photos

Before taking the photos, you will be reminded orally that photos will be taken and informed of their intended use. You will also be reminded that it is not compulsory to be in the photos, and that you can stand out of the frame should you not wish to be photographed.

- Other pictures

If you do not wish to appear in the photos, you may object to being photographed by contacting us.

h) Screenshots of the event

Screenshots will be taken during the event and will be used to promote it on the Council of Europe's websites as well as on social networks used by the Council of Europe. If you wish so, you may turn off your camera so as not to be screenshotted.

i) Travel and/or accommodation assistance

If you are entitled to travel and accommodation assistance, in addition to the data listed in section (a) above, we may also process details of your identity document.

j) Online accessibility

This event will be conducted in a hybrid format, with some participants attending in person and others joining remotely via a secure online platform. Video and audio from the meeting room or from speakers participating remotely will be shared in real time with remote participants and participants in the meeting room for the purposes of participation. Remote participants will be able to choose

whether to turn their cameras on or off. This is not a public broadcast; only invited participants will have access.

k) Remote participation

We will provide remote participants with a Zoom link with login instructions. To facilitate remote participation, we will process the remote participants' names, surnames, and email addresses. Remote participants will be able to choose whether to turn their cameras on or off.

l) Entry to the Council of Europe buildings

In order to issue you with a badge for entry to the Council of Europe buildings we process your name and surname. You will be able to retrieve your badge at the Council of Europe reception upon presentation of your photo ID. Your personal data related to the use of the badge are processed in accordance with the rules on processing of personal data of the entity of the Secretariat of the Council of Europe responsible for safety and security.

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.

We take and use photos on the basis of our legitimate interest to promote the event and make it visible to the general public.

The legal basis for processing screenshots is our legitimate interest to provide information about the event to the 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 **Youth Facing Disinformation – Why Journalists Matter** have access to them.

If you are entitled to reimbursement of expenses, your relevant personal data are processed by the services of the Council of Europe in charge of such reimbursements. Some of the data referred to in Section 2 sub-section "reimbursement" above may be shared with the bank processing the wire transfer for control purposes.

We use Microsoft Forms as data processor for registration for the conference **Youth Facing Disinformation – Why Journalists Matter**. You can find information on Microsoft Forms Security and Privacy here.

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

The personal data necessary to issue you with a badge for entry to the Council of Europe buildings are processed by the entity of the Secretariat of the Council of Europe responsible for safety and security.

Where we provide you with travel and/or accommodation assistance, your personal data will be processed by the services of the Council of Europe in charge of organising travel and accommodation. We will share only the minimum personal data necessary for the provision of such services with the relevant service providers.

For the purpose of providing you with visa support (if applicable), your personal data are processed by the Protocol Services of the Council of Europe in charge of issuing the Note Verbale. Your data will be shared with the competent authorities of the State to which you need to travel for the issuance of the visa.

If you are entitled to reimbursement of expenses, your relevant personal data are processed by the services of the Council of Europe in charge of such reimbursements. Some of the data referred to in Section 2 sub-section "reimbursement" above may be shared with the bank processing the wire transfer for control purposes.

We use Zoom Communications, Inc. as data processor for the hosting of the event. You can find information on Zoom 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.

Where we share your personal data, such data may also be stored in the form of electronic files and hard copies.

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 conference **Youth Facing Disinformation – Why Journalists Matter** and follow up activities, including sharing with you the information on forthcoming activities and events organised by the DGII: Directorate General of Democracy and Human Dignity, Freedom of Expression and CDMSI Division.

Photos and screenshots of the event will be retained for as long as necessary for their use on 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 soj.campaign@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.