



Data Protection Notice
For NCAPR Workshop on Optimising Procurement of Medicinal Products
on 26 September 2023
(Specific contract SC 2021 P3 05)

This Data Protection Notice describes the measures taken to protect your personal data with regard to the action involving the present data processing operation and what rights you have as a data subject.

European Health and Digital Executive Agency (HaDEA or Agency) protects the fundamental rights and freedoms of natural persons and in particular your right to privacy and the protection of your personal data.

Your personal data are processed in accordance with Regulation (EU) No 2018/1725¹ on the protection of individuals with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data.

What are the purposes of this processing activity?

The purpose(s) is/are to inform participants and speakers participating in the Optimising Procurement of Medicinal Products Workshop about the processing activities related to their personal data.

It covers :

- Registration of participants to online/physical events in the framework of the Procurement Workshop, management of their participation, and inclusion in participant lists;
- Management of follow-up meetings and other related follow-up actions, such as the collection of feedback, the distribution of contact lists, invitations, news, reports, other publications and information material, and sending of emails informing on future activities related to the event;
- Collection of event statistics.

Who is the data controller?

The data controller of the processing operation is the Head of Unit A2, EU4Health/SMP Food of the HaDEA.

The following **entity processes** your personal data on our behalf:

- the EUHealthSupport consortium, composed of Nivel (Netherlands institute for health services research, leading institute); RIVM (National Institute for Public Health and the Environment of the Netherlands); infeurop e S.A.; Association of Medical Schools in Europe e.V (AMSE); Royal College of Surgeons in Ireland (RCSI), and Leginda GmbH.

The consortium acts under Specific Contract No 2023 P3 05 based on framework Contract No Chafea/2018/Health/03. For this specific event, both Nivel and infeurop e S.A. will process the data within the context of the management of the event logistics.

Which personal data is collected?

¹ Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L295/39 of 21.11.2018).

The following of your personal data are collected: first name, last name, title, professional e-mail address, organisation, role.

In addition, the following **non-mandatory** personal data are collected: special dietary requirements, special access needs, and can only be processed based on your explicit prior consent².

*Please note that the event will be (partly) **recorded** and it is possible that you will be recorded. It is also possible that **photographs** of you will be taken during the event and might be used for related communication purposes³. Upon registration, you can give your explicit consent to have your image/voice recorded and published on related communication channels. In the absence of your consent, the organiser will try to find suitable alternatives, so that you can fully take part in the event.*

Who has access to the personal data of data subjects and to whom can they be disclosed?

The recipients of your personal data will be authorised staff of the Agency in charge of the organisation and follow-up of the event, authorised staff of EUHealthSupport consortium, acting as HaDEA contractor in charge of organising the consultations and bodies in charge of monitoring or inspection tasks in application of Union or national law (e.g. internal audits, Court of Auditors, European Anti-fraud Office (OLAF), law enforcement bodies).

Your personal data **will not be transferred** to third countries or international organisations.

The processing of your data will **not include automated decision-making** (such as profiling).]

Third party tools used for the organisation of the Optimising Procurement of Medicinal Products Workshop

The event will be organised **using the following tools**:

For the purpose of online meeting facilitation services provided by Cisco WebEx / under EUHealthSupport responsibility, collects from the following data subjects personal data as described in the WebEx privacy statement⁴. Moreover, it hosts the collected personal data on servers in the EU]. For information on how WebEx uses cookies and how it processes personal data, please see at: <https://www.cisco.com/c/en/us/about/legal/privacy-full.html>

Which is the legal basis for processing your personal data?

The legal basis for the processing activities is/are

- *Article 5(1)(a) of Regulation (EU) 2018/1725 because processing is necessary for the performance of a **task carried out in the public interest** (or in the exercise of official authority vested in the Union institution or body)⁵ [or necessary for the management and functioning of the Union institution and body] laid down in Union law;*
- *Article 5(1)(d) of Regulation (EU) 2018/1725 based on your **explicit prior consent** for your non-mandatory personal data indicated below.*

How to withdraw your consent and the consequences of doing this

If you want us to delete the following personal data: names, contact details and responses to the online consultation please contact us and we will do it at the latest 21 working days after your request.

² Processing of **non-compulsory** personal data can only be based on **consent** and individual **tick boxes** have to be provided when data is collected to **document** the consent.

³ Posting of event recording on SANTE website

⁴ <https://www.cisco.com/c/en/us/about/legal/privacy-full.html>

⁵ Act of Establishment: Commission Implementing Decision (EU) 2021/173 of 12 February 2021 establishing the European Health and Digital Executive Agency Act of Establishment: Commission Implementing Decision (EU) 2021/173 of 12 February 2021 establishing the European Health and Digital Executive Agency and Regulation (EU) 2021/522 establishing the EU4Health programme].

Please note that withdrawing your consent does not affect the lawfulness of any processing based on your consent before this consent is withdrawn. Attention is drawn to the consequences of a delete request, which means that all your contact details will be lost.]

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How long do we keep your personal data?

Your data will be kept for a maximum period of **five years** after the end of the event. Data will be deleted at the end of this period.

As part of the event database/community, your data will be kept for **five years** after the end of the consultation activities and you can unsubscribe at any moment through a dedicated link present in all emails sent to you.

Recorded and photographed data of you will be kept for two years after the end of the consultation activities.

What are your rights regarding your personal data?

You have the right to access your personal data and to request your personal data to be rectified, if the data is inaccurate or incomplete; where applicable, you have the right to request restriction or to object to processing, to request a copy or erasure of your personal data held by the data controller. If processing is based on your consent, you have the right to withdraw your consent at any time, without affecting the lawfulness of the processing based on your consent before its withdrawal.

Your request to exercise one of the above rights will be dealt with without undue delay and within **one month**.

If you have **any queries** concerning the processing of your personal data or wish to exercise any of the rights described above, you can contact Unit A2, EU4Health/SMP Food via: HADEA-PROCELL@ec.europa.eu . It is also possible to contact the contractor, processing the data, via contact@euhealthsupport.eu

You shall have right of recourse at any time to the European Data Protection Supervisor at EDPS@edps.europa.eu.

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