

Privacy Statement

Use of WebEx for virtual meetings with external parties

1. PURPOSE OF THE PROCESSING OPERATION

ECDC processes the personal data collected in accordance with Regulation (EU) 2018/1725. The purpose of the processing is the following:

WebEx is a tool used to hold internal and external meetings virtually.

The personal data of users is also used for:

- Access control to meetings and to identify meeting participants
- Troubleshooting (preventing, detecting and repairing problems affecting the operation of the Online Services)
- Investigation in case of a data breach
- Ongoing improvement (installing the latest updates and capabilities, and making improvements to user productivity, reliability, efficacy and security)
- Statistics

2. IDENTITY OF THE DATA CONTROLLER

European Centre for Disease Prevention and Control (ECDC), Gustav III:S Boulevard 40, 16973 Solna, Sweden
Digital Transformation Services (DTS), IT Operations, francois.mestre@ecdc.europa.eu

Your personal data are processed in joint controllership with:

- Not applicable

Please note that ECDC as the main controller is responsible for processing your requests for exercising the rights of data subjects under Regulation (EU) 2018/1725 and providing you with information about the data processing operation.

3. LEGAL BASIS FOR THE PROCESSING

The legal basis of the processing operation is

- Article 5 (1) (a) and recital 17, second sentence: the processing is required for the functioning of ECDC
- Single Programming Document 2019-2021, section 4.8

4. CATEGORIES OF PERSONAL DATA COLLECTED

The categories of data collected and used for the processing operations are the following:

- Name (first name and surname)
- E-mail
- Phone Number
- Gender
- Address
- Place of Employment
- Unit
- Section
- Work Position/Occupation
- Videos/voice recordings of users

- Unique Identifier

The provision of the personal data is not mandatory.

The processing of your data will not be used for an automated decision making, including profiling.

5. WHO HAS ACCESS TO YOUR INFORMATION AND TO WHOM IS IT DISCLOSED?

The recipients of the data are the following:

- ECDC staff and personnel
- ECDC contractors, suppliers and tenderers
- Meeting participants, internal and external

6. HOW LONG DO WE KEEP YOUR DATA?

ECDC will retain the data as long as necessary.

After the conference, the data will be stored for 5 years in an anonymised form.

7. HOW DO WE PROTECT AND SAFEGUARD YOUR INFORMATION?

In order to protect your personal data, a number of technical and organisational measures have been put in place. Technical measures include appropriate actions to address online security, risk of data loss, alteration of data or unauthorised access, taking into consideration the risk presented by the processing and the nature of the data being processed. Organisational measures include restricting access to the data to authorised persons with a legitimate need to know for the purposes of this processing operation.

8. WHAT ARE YOUR RIGHTS AND HOW YOU CAN EXERCISE THEM?

The Controller may be contacted at any time by the data subjects for exercising the right of access, to rectify, to block, to erase, to transmit or to object to the processing of the data. Where the legal basis to the processing is consent, this consent can be withdrawn at any time. The Controller can be contacted on:

francois.mestre@ecdc.europa.eu

Data subjects can request the deletion of their personal data by the data controller, who will do so within 45 working days.

Data subjects can also contact the ECDC Data Protection Officer (DPO) in case of any difficulties or for any questions relating to the processing of their personal data at the following email address: dpo@ecdc.europa.eu. The data subject has the right of recourse at any time to the European Data Protection Supervisor: www.edps.europa.eu and at edps@edps.europa.eu

Exceptions based on Regulation (EU) 2018/1725 may apply.