



PRIVACY NOTICE

for the processing operation of personal data by S2R JU

EU Survey Tool for event registrations (PO-3-03)

1. INTRODUCTION
<p>This privacy notice explains how the Shift2Rail Joint Undertaking (here after referred to as S2R JU) uses any information you give to us while filing in the form via an EU Survey, and the way we protect your privacy. Furthermore, it describes the rights you have as a data subject and how you can exercise these rights.</p> <p>Regulation (EU) 2018/1725 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 (hereinafter "the Regulation") applies to the processing of personal data carried out by the Shift2Rail Joint Undertaking ("S2R JU").</p> <p>S2R JU protects the fundamental rights and freedoms of natural persons and in particular their right to privacy with respect to the processing of personal data.</p>
2. CONTROLLER OF THE PROCESSING OPERATION
<p>Shift2Rail Joint Undertaking Legal representative: Mr Carlo M. Borghini, Executive Director White Atrium building – 2nd floor 56-60 Avenue de la Toison d’Or 1060 St Gilles Bruxelles www.shift2rail.org</p> <p>The S2R JU may be contacted by sending an e-mail to : communications@s2r.europa.eu</p> <p>Name and contact details of joint controller (where applicable):</p> <p>Directorate-General for Informatics (DIGIT) of the European Commission, as manager of the application EUSurvey. It can be contacted at: DIGIT-D1@ec.europa.eu</p>
3. PURPOSE AND DESCRIPTION OF THE PROCESSING
<p>The persons invited in the EU survey are manifesting their willingness to participate to a S2R JU event on a voluntary basis. Therefore, participation to the survey is voluntary.</p> <p>This specific on-line service consists of an on-line form made available on the EUSurvey application, managed by the European Commission.</p>

The results of the survey are only provided in aggregated mode. Original data are deleted. While registering, your personal data will be collected and further processed for the purposes detailed below.

The purpose of processing personal data for the on-line service is the organisation and management of the event itself, including: taking all necessary organisational steps to allow you access on the premises of the event's venue; management of the event itself; event follow-up activities; sharing information about the event on S2R JU and EUROPA websites and social media accounts.

For its events, the S2R JU draws up lists of participants and provides these to participants within the framework of the event. They serve in particular to promote professional networking and are part of the event documentation. Usually a participant list contains: name, surname, title, organisation, country, email.

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 make sure to mark this in the form attached to the e-mail received specifically on this matter; you can also contact us with this specific request by sending us an email at communications@s2r.europa.eu.

If you have so expressed your consent on the registration form, your details will also be kept by the S2R JU for the purpose of including you in our subscribers' database and send you future news, newsletters or invitations to future events organised in the context of the its activities¹. If you do not agree with this, please send us an email at communication@s2r.europa.eu

4. DATA SUBJECTS

Data from registrants or attendees sent through the EU Survey tool.

5. CATEGORIES OF PERSONAL DATA COLLECTED AND USED FOR THE PROCESSING OPERATIONS, INCLUDING SPECIAL CATEGORIES OF DATA

The personal data collected and further processed by the S2R JU in relation to the on-line services are the data necessary for the purpose of the questionnaire, such as:

- Mandatory data :
 - First Name, last Name
 - Job function
 - Organisation and country
 - E-mail address
 - Specific disability requirements (on a "yes" or "no" basis only);

- Optional data:
 - Dietary requirements (on a "yes" or "no" basis only)
 - Details on the nature of the special arrangements needed in case of disability.

Special categories of data: S2R JU might be able to deduce sensitive data from the dietary

¹ For the processing operation of personal data by S2R JU related to newsletter subscription and related information as well as event registration and organisation please read the privacy notices at <https://shift2rail.org/about-shift2rail/reference-documents/functioning-of-the-ju/>

requirements information received, such as religious beliefs or racial origin.

6. RECIPIENTS OF THE DATA

The detailed responses are only available to:

- authorised staff of the S2R JU, who are bound by Regulation (EU) 2018/1725;
- S2R JU external service providers (“processors”). Their access is strictly limited to what is needed to fulfil the contract or to provide the service. With the specific data protection clauses as well as the general terms and conditions for processors included in the on-going and future procurement contracts the S2R JU is able to retain control in order to fulfil legal obligations and compliance with Regulation (EU) 2018/1725;
- authorised staff of the European Commission, who are bound by Regulation (EU) 2018/1725.

The S2R JU does not undertake any regular or routine transfers. In very specific cases, data may be disclosed to the security services of other European Institutions or to security, judicial, or law enforcement authorities of EU member states, only for the purpose of ongoing inquiries or to investigate or prosecute criminal offences. Such transfers shall only be carried out on explicit request and be recorded.

7. TRANSFER TO A THIRD COUNTRY OR AN INTERNATIONAL ORGANISATION

S2R JU does not intend to transfer the personal data to third countries or to international organisations.

8. RIGHTS OF DATA SUBJECTS

Data subjects have the right to access their personal data and the right to rectify any inaccurate or incomplete personal data, as well as to request the erasure of their personal data, restriction of processing, the right to data portability and the right to object.

Without undue delay and in any case within one month of receipt of the request, S2R JU will provide information on action taken on the data subject’s request to exercise her/his rights. In case of complex or voluminous requests, this period may be extended by another two months, in which case S2R JU will inform the data subject.

In case data subjects wish to exercise their rights, they should send an email to the S2R JU Data Protection Officer at Data-Protection@s2r.europa.eu.

Access

In case you wish to access your personal information, you should send a written request to the above-mentioned email address.

Rectification

You can, if need be, rectify any inaccurate personal data throughout the entire selection process by sending a written request to the above-mentioned email address.

Erasure

You may make a request for erasure of your personal data under the conditions laid down by Article 19 of Regulation (EU) 2018/1725. In this case you should send us a written request to the above-mentioned email address.

Restriction of processing

You may make a request for restricting the processing of your personal data under the conditions laid down by Article 20 of Regulation (EU) 2018/1725 for the following reasons: you would like to contest the accuracy of the personal data; you consider that the processing is unlawful and you would oppose the erasure of the personal data and request the restriction of the use of the personal data instead; when the S2R JU as controller no longer needs your personal data for the purposes of the processing, but it is required by you as data subject for the establishment, exercise or defence of legal claims; or when you have objected to processing pursuant to Article 23(1) of Regulation (EU) 2018/1725, pending the verification of legitimate grounds.

In this case, you should send us a written request to the above-mentioned email address.

Right to data portability

You have the right to receive the personal data which you have provided to us in a structured, commonly used and machine readable format, and you may also request us to transmit this data to any other controller under the conditions of Article 22 of Regulation 201/1725. In this case, you should send a written request to the above-mentioned email address.

Right to object

You may object at any time to processing of your personal data under the conditions laid down by Article 23 of Regulation (EU) 2018/1725, on grounds relating to your particular situation. In this case, you should send a written request” to the above-mentioned email address.

Right to withdraw consent

You have the right to withdraw your consent at any time by sending a written request to the above-mentioned email address.

9. TIME LIMIT FOR STORING DATA

Your personal data is kept for as long as follow-up actions to the above-mentioned survey are necessary as regards the purpose of processing personal data for the on-line service, or as long as we have your consent. It will be deleted once the survey is closed and the results of the survey have been aggregated and at the latest one month later. In any case, personal data will not be kept for longer than necessary, for the purpose for which they were collected or further processed.

Parts of your personal data (name and surname, employer, email address) will be kept by the S2R JU for the purpose of sending you news, newsletters or invitations to future events organised in the context of the its activities. If you do not agree with this, please send us an email at communication@s2r.europa.eu. Subscribers’ contact data are stored until a subscriber asks to be removed from the list.

10. LEGAL BASIS FOR THE PROCESSING OPERATION

The legal basis for the set-up of the survey, including its management and the related processing, is article 2 c), n) and o) of the Statutes annexed to the Council Regulation (EU) No 559/2014 of 6

May 2014 establishing the Shift2Rail Joint Undertaking.

We process your data in line with Regulation (EU) 2018/1725:

a) Based on your consent (Art. 5.1.(d)). Consent to process personal data is required in particular to send you information. Your consent can be withdrawn at any time. Withdrawing consent does not affect the legality of any data processing before this date. By filing the on-line questionnaire of the S2R JU, the respondent will be considered to have given his or her consent to the processing of their data in the context of this questionnaire.

Or

b) If it is necessary to perform a task carried out in the public interest (Art. 5.1.(a)) on the basis of the Treaties or other legal instruments adopted on the basis thereof.

11. SECURITY MEASURES

The data is stored in the EUSurvey IT system and securely transferred to the owner of the survey, who accesses it on a “need-to-know” basis. See Commission EUSurvey data protection notice at the following link: <https://ec.europa.eu/eusurvey/home/privacystatement>

The personal data and all information collected related to the above-mentioned event is also stored on the servers of the S2R JU, the operations of which abide by the S2R JU’s security decisions and provisions established for this kind of servers and services under the [S2R JU Document Management Policy](#). This includes the Common IT Security Policy, implemented by the S2R JU, applying the security measures described in the Commission Decision C(2006)3602 concerning the security of information systems used by the European Commission, Implementing Rules for the Commission Decision C(2006)3602, Standards on Information Systems Security, Complementary information systems security policy and control measures as applied to specific applications by respective system owners.

12. S2R JU CONTACTS

If you have any questions relating to this on-line service, please contact the support team operating under the responsibility of the Controller, using the following e-mail: Communications@s2r.europa.eu

For any questions related to your rights, please contact the S2R JU Data Protection Officer at Data-Protection@s2r.europa.eu by indicating ‘in the subject “EU Survey Tool for event registrations” and explicitly specifying your request.

13. COMPLAINT TO THE EUROPEAN DATA PROTECTION SUPERVISOR

You have the right to submit a complaint at any time directly to the [European Data Protection Supervisor](#): Rue Wiertz 60 – MO 63 B-1047 Bruxelles (Belgium). Tel: +32 2 283 19 00 /Fax: +32 2 283 19 50
Email: edps@edps.europa.eu

14. ADDITIONAL INFORMATION

More information on Data Protection at the Shift2Rail Joint Undertaking can be obtained in the [Data Protection Register](#) and in the [Privacy Notices](#) published in the S2R JU web site.

