



European Committee
of the Regions

DATA PROTECTION NOTICE

OBSERVERS TEMPORARY BADGES FOR THE PLENARY SESSION

1. Introduction

The European Committee of the Regions (CoR) is committed to respecting and protecting your personal data in accordance with [Regulation \(EU\) 2018/1725 \(EUDPR\)](#).

Your personal data may be collected and processed in connection with your participation in the Plenary Sessions of the CoR.

The Plenary Sessions of the CoR are open to the public and take place either on the premises of the European Parliament or of the European Commission. Two types of temporary badges can be issued for people wishing to attend the plenary session but not owning a CoR badge:

- a badge permitting access to the listening room of the plenary session (requested via a form in EU Survey), or
 - a badge permitting access to the plenary meeting room itself (requested via email to the Registry).
- Applicants for badges have also the possibility to subscribe to the CoR's newsletter via this request form.

2. Who is responsible for the processing of personal data?

The CoR is responsible (as controller) for the processing of personal data. The delegated controller is Unit A2 – Bureau, plenary and central meeting service, e-mail: greffe@cor.europa.eu.

The badges are issued by the Security and Safety Unit of the Directorate of the Joint Services of the CoR and EESC who are also responsible for the video-surveillance of the CoR's premises, e-mail: secu@eesc.europa.eu.

The plenary sessions are audio-recorded, video-recorded, photographed and web-streamed. More information on the processing of personal data for this purpose is available in the data protection notice on audio-visual recordings of CoR's statutory meetings and the data protection notice on webstreaming. The delegated controllers are greffe@cor.europa.eu, Dir-D-contact-point@cor.europa.eu and Transparence@cor.europa.eu.

The Directorate for Communication (e-mail: Dir-D-contact-point@cor.europa.eu) is responsible for the processing of personal data regarding subscriptions to the CoR's newsletters.

Since the observer badge also provides access to the CoR premises, the data of those guests who upon invitation also attend other CoR meetings may be processed by the organisers of the relevant meetings. For more information, please refer to the relevant data protection notice in the CoR's central register of processing activities.

3. What is the purpose of the processing?

- Identifying observers and access needs;
- Delivering observatory badges, valid in the premises of the plenary session and the JDE building;
- Offering and following up on communication needs.

4. What is the legal basis for the processing?

The legal basis for the processing of personal data is:

- Article 5.1.a of the EUDPR (Regulation 1725/2018), according to which "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.
- Rule 18 of CoR Rules of Procedure (L 184/83, 21.7.2023).

5. What personal data are processed?

The personal data processed include: Name, surname, organisation, e-mail, passport number, date of birth, nationality (optional), motivation to attend the plenary session, day(s) of access.

6. Who are the recipients or categories of recipients of your personal data?

The data shall be sent to the Security for checking and for the preparation of access badges and to Directorate D for communication, if a request for newsletters is made.

7. Are your personal data transferred to a third country or international organisation?

No, your personal data are not transferred to a third country or international organisation.

8. How can you exercise your rights?

You have the right to access your personal data, to rectify any inaccurate or incomplete personal data, to restrict (under certain conditions) the processing of your personal data, to object to the processing of your data and to request the deletion of your personal data (if processed unlawfully) and where applicable, the right to data portability.

You can direct your queries to Grefe@cor.europa.eu. Your query will be dealt without undue delay and in any event within one month of receipt of the request. That period may be extended by two further months where necessary.

For specific questions regarding the badges and video-surveillance, you can contact secu@eesc.europa.eu.

For specific questions regarding audio-visual recordings and webstreaming, you can contact grefe@cor.europa.eu, Dir-D-contact-point@cor.europa.eu or Transparence@cor.europa.eu.

For specific questions regarding subscriptions to the CoR's newsletters, you can contact Dir-D-contact-point@cor.europa.eu.

For specific questions regarding other CoR meetings taking place at the CoR premises, you can contact the organising secretariat.

You have the right of recourse to the European Data Protection Supervisor (edps@edps.europa.eu) if you consider that your rights under Regulation 1725/2018 (EUDPR) have been infringed as a result of the processing of your personal data by the CoR.

9. How long are your personal data kept for?

Data collected for issuing an observer badge for the plenary session are kept as from the registration and for a maximum of 6 months after the plenary session.

For exact information on the retainment period of data collected for other purposes (communication, newsletter) and of other type of data (audio-visual recordings, web-streaming) collected for other purposes, please consult the relevant data protection notice.

10. Are the personal data collected used for automated decision-making, including profiling?

The CoR will not use your personal data to make automated decisions about you. "Automated decisions" are defined as decisions made without human intervention.

11. Will your personal data be further processed for a purpose other than that for which data have been obtained?

Your personal data will not be further processed for a different purpose.

12. Who do I contact if I have queries or complaints?

If you have any further questions about the processing of your personal data, please contact the data controller, greffe@cor.europa.eu.

You may also contact the CoR data protection officer (data.protection@cor.europa.eu) and/or the European Data Protection Supervisor (edps@edps.europa.eu) at any time.