



European Committee
of the Regions

Record of processing activity – Working document

Echoes of EuroPCom

PART 1 - Record

1. General Information

Reference number	RD2-8
Last update	16/10/2025
Controller	European Committee of the Regions
Directorate	Directorate D
Unit	D.2 Events and local dialogues
Contact details	europcom@cor.europa.eu
Joint controller	N/A
Joint controllership arrangement	N/A
DPO contact details	data.protection@cor.europa.eu
Processor(s)	N/A
Data processing agreement	N/A

2. Purpose and description of the personal data processing

Purpose(s) of the personal data processing	<p>The personal data is collected with the purpose to:</p> <ul style="list-style-type: none">- Register the Data Subjects to to the specific event of Echoes of EuroPCom;- Perform the selection of participants/attendees and the link to the corresponding category of participants for specific organisational and administrative reasons such as: speakers, moderator, journalists, communication and other experts, MEPs, MPs, CoR Members, CoR Staff, YEPs, EU Councillors, influencers, researchers, etc.;- Provide access to the venue (when the event is physical), accordingly to the current accreditation system for visiting the CoR (when the event is on-site/hybrid);- Provide online access to the conference (when the event is on-line/hybrid);- Grant access to various hosted, newly presented communication, conference and engagement tools, some of them in pilot mode (with data subject's consent only);- Provide useful guidelines/instructions on this particular event;- Coordinate, manage and execute the event;- Share data subject's first and last name (and chosen nickname upon accessing the meeting platform) with the other participants by participating online to the event;- Evaluate questionnaires during the registration process and
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	<p>surveys sent out before, during and after the event (with your consent only);</p> <ul style="list-style-type: none"> - Analyse participants' opinions and statements (voluntarily given), about their experience related to the event, to improve CoR reachout capacity; - Present speakers and moderators (using their CVs and photos) on the event website and to promote the event on CoR social media and any other media channels. - Send invitations to data subjects on future events that the CoR may organise (with data subject's consent only);
Categories of persons whose personal data are processed	Registered participants to events of Echoes of EuroPCom taking place throughout the year, organised by the European Committee of the Regions (CoR), including: speakers and moderators, journalists, communication and other experts, MEPs, MPs, CoR Members, CoR Staff, YEPs, EU Councillors, influencers, researchers, etc.
Categories of personal data processed	<ul style="list-style-type: none"> - Information necessary for registration and participation in the event (including selection, categorization, access to online sessions, etc.): First name, last name, email address, age group, country of origin, name of organisation, type of company/institution/organisation, function, gender, choice for physical or on-line attendance. - Information necessary to provide access to the conference venue (in case of not possessing an EU official badge), the following personal data will be processed: First name, last name, email address. - Information necessary to implement the event: Photos, audio and videos taken during the event (recordings and webstreaming). - Information collected for event-related purposes – through participation in surveys and/or in activities involving new communication, conference and engagement tools: First name; last name; email address; country; gender; age group; type of company/institution/organisation; function. - Additionally in case the data subject is a speaker or a moderator (contributor to the event): photo, title, short biography (CV), social media identifier if applicable, video and audio when the individual is speaking during the conference, photos and videos taken during the conference.
Recipients of the personal data	CoR staff in charge of coordinating, organising, managing and following-up this event.
Transfers of personal data to a third country or an international organization	Personal data will not be transferred to a non-EU member state and/or international organisation.
Retention period of the personal data	<p>Registered participants' personal data will be retained for 12 months following the the last event that will be held in the framework of the Echoes of EuroPCom initiative.</p> <p>Personal data of contributors e.g. speakers, moderators, etc., entitled to reimbursement by the CoR, will be retained for 10 years after final payment, for archive and auditor reasons.</p> <p>Contributors' names, photos, audio and video recordings, from the conference, will remain in that format indefinitely or until there is a specific request from the person concerned to have his or her personal data deleted.</p>

	<p>Published photos, audio, and video recordings (e.g., on the web or in publications) will also remain accessible in their published format indefinitely.</p> <p>Anonymized data may be used for research and statistical purposes and will be archived indefinitely.</p>
<p>General description of security measures, where possible</p>	<ul style="list-style-type: none"> - Regarding paper files: Possibly, paper files are stored in closed cupboards in the offices of the staff, members of the team in unit D2 organising EuroPCom and are destroyed immediately after the event. - Regarding digital data: Data is secured on Commission's servers and on contractors premises; a security convention is established between the contractors and the Commission. Standard "Dynamics", "Interactio" and "Slido" security is enforced for communication actions and meeting activities. At the CoR, the files are stored on a shared events drive, to which staff of the events unit D2 plus a limited number of staff with management/horizontal tasks in Directorate D and IT helpdesk colleagues in Directorate L have access to; and on a functional mailbox, to which the Echoes of EuroPCom team in the organising unit D2 have access. Data is deleted or anonymised and archived after the event and during a maximum of 12 months storage period.
<p>Data protection notice</p>	<p>https://cor.europa.eu/sites/default/files/2025-10/echoesofeuropcom.pdf</p>