



EUROPEAN COMMISSION

## **PROTECTION OF YOUR PERSONAL DATA**

**This privacy statement provides information about the processing and the protection of your personal data.**

**Processing operation:** Global Gateway Forum 2025

**Data Controller:** European Commission, Directorate-General for International Partnerships, Unit 02 – Political Strategy and Communication

**Record reference:** DPR-EC-01063

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## 1. Introduction

The European Commission (hereafter 'the Commission' or 'Data controller') is committed to protect your personal data and to respect your privacy. The Commission collects and further processes personal data pursuant to [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 (repealing Regulation (EC) No 45/2001).

This privacy statement explains the reason for the processing of your personal data in the context of the Global Gateway Forum 2025 (9-10 October 2025) by Directorate-General for International Partnerships, Unit 02 – Political Strategy and Communication (hereafter 'INTPA.02'). It explains the way we collect, handle and ensure protection of all personal data provided, how that information is used and what rights you have in relation to your personal data. It also specifies the contact details of the responsible Data Controller with whom you may exercise your rights, the Data Protection Officer and the European Data Protection Supervisor.

## 2. Why and how do we process your personal data?

Purpose of the processing operation: INTPA.02 collects and further processes your personal data to provide you with information about the Global Gateway Forum 2025 (before, during and after) and to process your application for registration and ensure a smooth participation in that event.

Participants will introduce their personal data on an online registration IT tool used by the European Commission called Event-Works for registering to the Global Gateway Forum.

Audio-visual recording of the speakers, organisers and participants, as well as panoramic photographs and photographs of all participants including the audience or non-speaker participants and organisers may be taken and published in the context of the Global Gateway Forum 2025. This content may be used on any of the websites managed by the European Commission, as well as YouTube, Instagram, Facebook, X, Flickr, LinkedIn and mobile app B2Match in the framework of the European Commission activities.

Participants that do not wish to be part of the above recording/publishing activities have the possibility to refuse processing. During the registration process, participants will be given the option to opt out of coverage and will be provided with a specific colour of lanyard to signify this opt-out. If you have not opted-out during the registration process, but wish to do so at the event, you can request the opt-out lanyard at the registration desk. Participants who had opted out of coverage will also need to sit in the dedicated areas (e.g., back rows of the rooms) and wear their lanyard at all times during the event so that photographers and videographers can work smoothly. Participants not sitting in the dedicated areas and not wearing the lanyard here above mentioned might appear in audio-visual material. This information will be collected for certain participants by a designated contact point, who has the authority and formal consent to register its various members.

During the event participants may be asked to take part in polls or quizzes or to give ideas or questions to the organisers using Sli.do. This information will be collected anonymously, and the processing of personal data is only to ensure that participants have answered once the question posed and to recuperate the session should there be technical issues.

Post event surveys will be used for collecting participant's feedback. For this, an IT application of the European Commission called EU Survey will be used.

Names of speakers may be published on the social media and website of the European Commission, as well as on the event's mobile app B2Match.

Your personal data might be further processed for statistical purposes. Your personal data will not be used for any automated decision-making including profiling.

Please note that this meeting or event may be held using a third-party videoconference IT service, such as Zoom, Microsoft Teams or Cisco Webex., which processes personal data. Please read section 7 below for more information.

### **3. On what legal ground(s) do we process your personal data?**

The processing operations on personal data, linked to the organisation, management, follow-up and promotion of the Global Gateway Forum 2025 are necessary for the performance of a task carried out in exercise of official authority vested in the Union institution or body in the meaning of **Article 5(1)(a)** of Regulation (EU) 2018/1725. More specifically, Articles 4(4) and 208 of the Treaty on the Functioning of the European Union (TFEU) provide that the Union shall have competence to carry out activities and conduct a common policy in the area of development cooperation. Within the European Commission, Directorate-General for International Partnerships is in charge of development policy in a wider framework of international cooperation. In addition, Article 15(1) TFEU foresees that in order to promote good governance and ensure the participation of civil society, the Union's institutions, bodies, offices and agencies shall conduct their work as openly as possible. Moreover, Article 11(1) of the Treaty on European Union stipulates that the institutions shall, by appropriate means, give citizens and representative associations the opportunity to make known and publicly exchange their views in all areas of Union action. The coordination and promotion of awareness on development policy are implemented by virtue of tasks deriving from the Commission's institutional prerogatives in line with the Commission's political priorities, and the Directorate-General for International Partnerships' Communication Strategy.

Moreover, you, as data subject, have given consent for the processing of your personal data for one or more of below specific purposes in compliance with **(Article 5 (1)(d))** of Regulation (EU) 2018/1725):

- the processing of your personal data relating to your dietary requirements and/or access requirements – should you have any;
- the sharing of the Global Gateway Forum 2025 participants list containing your name and affiliation with other participants;
- sharing of the Global Gateway Forum 2025 participants list containing your name and affiliation internally, with DG INTPA staff, for the purpose of sharing the proceedings or other documentation or material related to the event and informing about future editions;
- the publication of your personal data (first name, last name, role/position name of organisation) for the purposes of promoting and providing information before, during and after the Global Gateway Forum 2025;
- appearing on audiovisual material (including photographs) and its publication on the European Commission websites and social media);

- the processing of your personal data for inviting you to future events the data controller may organise.

If you opt-in, you are giving us your explicit consent under Article 5(1)(d) of Regulation (EU) 2018/1725 to process your personal data for those specific purposes. You can give your consent via a clear affirmative act by ticking the box(es) on the online registration form.

Your consent for these services can be withdrawn at any time by contacting the controller of the meeting/event at [INTPA-GGFORUM@ec.europa.eu](mailto:INTPA-GGFORUM@ec.europa.eu).

#### **4. Which personal data do we collect and further process?**

The following personal data will be processed:

- personal details (type of participant, title, first name, last name, role/position, name of organisation, sector, nationality, e-mail address, telephone number);
- nationality, date of birth, passport or identity card number and its date of issue and/or expiry date for security controls and travel arrangements;
- dietary requests or specific access requirements – where voluntarily provided and language required for the interpretation services;
- for certain categories of participant with higher security levels, information about arrival and departure, vehicles and accompany personnel could be requested;
- bank account information for sponsored participants. This will be needed for reimbursing the expenses after the event;
- audio-visual material collected during the event to be used for communication and promotion purposes in the framework of European Commission activities.

Anonymised viewer analytics for the website and web player might be collected and analysed. None of this data will be able to be traced back to individuals. This information will be used only for technical internal purposes to make an evaluation of the event.

#### **5. How long do we keep your personal data?**

The Data Controller only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing.

For each of the categories of personal data that is processed, please find below the retention details and the reference to the relevant record of processing:

- All personal data related to the organisation and management of the Global Gateway Forum 2025 (this includes the information given during the registration, before, during or after the event) will be deleted **five years** after the last action in relation to the Global Gateway Forum 2025.
- Sensitive personal data relating to dietary and/or access requirements as well as ID and passport information will be deleted as soon as they are no longer necessary for the purpose for which they have been collected in the framework of the Global Gateway Forum 2025 but no later than within **1 month** after the end of the event.

- Complete audio-visual recordings of the Global Gateway Forum 2025 will be kept for **3 months** after the event before being deleted. More information is available in the Record of Processing DPR-EC-01937 (Audio-visual recording of meetings).
- Extracts from the audio-visual recordings to be used as a record or for promotional purposes will be kept for 3 months after the event before being deleted.
- Personal data shared with the controller for future mailing purposes (e.g., for receiving information or invitations to similar events) is processed until you withdraw your consent.
- Selected service providers for organisational purposes (such as caterers, travel agents or event management organisations) are contractually bound to process personal data on behalf of and in line with the instructions of the data controller, keep confidential any data they process and protect it from unauthorised access, use and retention.
- In cases where data is kept for statistical purposes, some subscribers' optional data may be kept for five (5) years after the un-subscription, providing these do not allow to identify the subscriber anymore and that these are available to a very restricted number of authorised persons performing the processing operation on a need-to-know basis, for the sole purposes of generating anonymised statistics – in line with Article 13 of Regulation (EU) 2018/1725.

#### **6. How do we protect and safeguard your personal data?**

All personal data in electronic format (e-mails, documents, databases, uploaded batches of data, etc.) are stored either on the servers of the European Commission or of its contractors. All processing operations are carried out pursuant to [Commission Decision \(EU, Euratom\) 2017/46](#) of 10 January 2017 on the security of communication and information systems in the European Commission.

The Commission's contractor represented by Netcompany Intrasoftware (also hereafter referred to as 'Data Processor') is bound by a specific contractual clause for any processing operations of your personal data on behalf of the Commission, and by the confidentiality obligations deriving from Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC ('GDPR' - General Data Protection Regulation). The members of the consortium represented by Netcompany Intrasoftware are: Conception, Etudes et Coopération de Formation (CECOFORMA) and Action Global Communications Ltd.

In order to protect your personal data, the Commission has put in place a number of technical and organisational measures. 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 personal data being processed. Organisational measures include restricting access to the personal data solely to authorised persons with a legitimate need to know for the purposes of this processing operation.

#### **7. Who has access to your personal data and to whom is it disclosed?**

Access to your personal data is provided to the Commission staff responsible for carrying out this processing operation and to other authorised Commission staff according to the "need to know" principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

Where necessary, we may also share your information with the Commission's contractor represented by Netcompany-Intrasoft, for the purposes of organising the Global Gateway Forum 2025, as well as with the Belgian authorities if security checks need to be carried out in compliance with applicable law.

If you are a speaker at the Global Gateway Forum 2025 and has consented thereto, your name and affiliation might be shared on any of the websites managed by the European Commission, as well as YouTube, Instagram, Facebook, X, Flickr, LinkedIn and mobile app B2Match as part of the process described in Section 3 above, and hence be publicly available.

Audio-visual recording of the speakers, organisers and participants, as well as panoramic photographs and photographs of all participants including the audience or non-speaker participants and organisers may be taken and published in the context of the Global Gateway Forum 2025. This content may be used on any of the websites managed by the European Commission, as well as YouTube, Instagram, Facebook, X, Flickr, LinkedIn and mobile app B2Match in the framework of the European Commission activities and hence be publicly available.

#### **Cookies**

Cookies are short text files stored on a user's device (such as a computer, tablet or phone) by a website. Cookies are used for the technical functioning of a website (functional cookies) or for gathering statistics (analytical cookies).

The registration for the Global Gateway Forum 2025 takes place via a Commission website - EventWorks. The cookies employed by the Commission on the registrant's device for that purpose will be covered by the cookie policy of the Commission, which is available here: [https://ec.europa.eu/info/cookies\\_en](https://ec.europa.eu/info/cookies_en).

Cookies are stored by Europa Analytics, the corporate service which measures the effectiveness and efficiency of the European Commission's websites on EUROPA. More information is available in the Record of Processing DPR-EC-00685 (Europa Analytics).

Enabling these cookies is not strictly necessary for the website to work but it will provide you with a better browsing experience. You can delete or block these cookies, but if you do that, some features of the meeting/event website may not work as intended.

The cookie-related information is not used to identify data subjects personally and the pattern data is fully under the Commission's control. These cookies are not used for any purpose other than those described here.

Should you wish to opt your personal data out of our anonymised, aggregated statistics, you can do so on our cookies page. In particular, you can control and/or delete those cookies as you wish.

#### **Third party IT tools, including Social Media**

We use third party IT tools to inform about and promote the Global Gateway Forum 2025 through widely used communication channels, including social media. For detailed information about the use of social media by the European Commission, see the Record of Processing DPR-EC-00073 (Social Media Use by the European Commission).

You can watch our videos and see our photos, which we also upload to our YouTube, Instagram, Facebook, X, Flickr, LinkedIn and mobile app B2Match page and follow links from our website to YouTube, Instagram, Facebook, X, Flickr and LinkedIn.

In order to protect your privacy, our use of third-party IT tools to connect to those services does not set cookies when our website pages are loaded on your computer (or other devices), nor are you immediately redirected to those social media or other websites. Only in the event that you click on a button or “play” on a video to watch it, a cookie of the social media company concerned will be installed on your device. If you do not click on any social media buttons or videos, no cookies will be installed on your device by third parties.

In order to view such third-party content on our websites, a message will alert you that you need to accept those third parties’ specific Terms and Conditions, including their cookie policies, over which the Commission has no control.

We recommend that users read the relevant privacy policies of [YouTube](#), [Instagram](#), [Facebook](#), [X](#), [Flickr](#), [LinkedIn](#), [Slido](#), [Zoom](#), [Fielddrive](#) and mobile app [B2Match](#) carefully before using them. These explain each company’s policy of personal data collection and further processing, their use of data, users’ rights and the ways in which users can protect their privacy when using those services.

The use of a third-party IT tool does not in any way imply that the European Commission endorses them or their privacy policies. In the event that one or more third party IT tools are occasionally unavailable, we accept no responsibility for lack of service due to their downtime.

## **8. What are your rights and how can you exercise them?**

You have specific rights as a ‘data subject’ under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725, in particular the right to access, your personal data and to rectify them in case your personal data are inaccurate or incomplete. Where applicable, you have the right to erase your personal data, to restrict the processing of your personal data, to object to the processing, and the right to data portability.

You have the right to object to the processing of your personal data, which is lawfully carried out pursuant to Article 5(1)(a) of Regulation (EU) 2018/1725 on grounds relating to your particular situation.

You have consented to provide your personal data to the data controller for the present processing operation. You can withdraw your consent at any time by notifying the data controller by email to [INTPA-GGFORUM@ec.europa.eu](mailto:INTPA-GGFORUM@ec.europa.eu). The withdrawal of your consent will not affect the lawfulness of the processing carried out before you have withdrawn the consent.

You can exercise your rights by contacting the data controller, or in case of conflict the Data Protection Officer. If necessary, you can also address the European Data Protection Supervisor. Their contact information is given under Heading 9 below.

Where you wish to exercise your rights in the context of one or several specific processing operations, please provide their description (i.e. their Record reference(s) as specified under Heading 10 below) in your request.

## **9. Contact information**

- **The Data Controller**

If you would like to exercise your rights under Regulation (EU) 2018/1725, or if you have comments, questions or concerns, or if you would like to submit a complaint regarding the collection and use of your personal data, please feel free to contact the Data Controller: Directorate-General for International Partnerships, Unit 02 – Political Strategy and Communication at [INTPA-GGFORUM@ec.europa.eu](mailto:INTPA-GGFORUM@ec.europa.eu).

- **The Data Protection Officer (DPO) of the Commission**

You may contact the Data Protection Officer ([DATA-PROTECTION-OFFICER@ec.europa.eu](mailto:DATA-PROTECTION-OFFICER@ec.europa.eu)) with regard to issues related to the processing of your personal data under Regulation (EU) 2018/1725.

- **The European Data Protection Supervisor (EDPS)**

You have the right to have recourse (i.e. you can lodge a complaint) to the European Data Protection Supervisor ([edps@edps.europa.eu](mailto:edps@edps.europa.eu)) if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data by the data controller.

<b>10. Where to find more detailed information?</b>
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The Commission Data Protection Officer (DPO) publishes the register of all processing operations on personal data by the European Commission, which have been documented and notified to him. You may access the register via the following link: <http://ec.europa.eu/dpo-register>. You may want to read the European Commission's corporate record DPR-EC-01063 - 'Processing of personal data linked to meetings and events', the European Commission record DPR-EC-01488 'Eu Survey', and the European Commission record DPR-EC-00294 'Participant registration using Event-Works'.