

## **PRIVACY NOTICE**

### **for processing of personal data in the context of the establishment of BEREC Stakeholders mailing list**

The Agency for support for the Body of European Regulator (BEREC Office) processes the personal data of a natural person in compliance with Regulation 2018/1725 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.

This privacy notice explains BEREC Office's policies and practices regarding its collection and use of your personal data, and sets forth your privacy rights. We recognise that information privacy is an ongoing responsibility, and we will update this notice where necessary.

#### **1. What is the purpose and legal basis for processing your personal data?**

The purpose of the processing of personal data is the establishment of the "BEREC Stakeholders mailing list", which will be used for dissemination of information on BEREC activities, BEREC Chairs events, news, notifications on public consultations, public events, documents adopted and similar. It is also intended to send publications such as BEREC Annual Activity Reports, BEREC Work Programme, BEREC calendars and similar.

As the BEREC Office collects and further processes personal data, it is subject to Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of individuals with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data.

The current processing operation is based on Article 5(1)(d) of Regulation 2018/1725 i.e. the data are collected based on the consent of the data subjects.

#### **2. What personal data is collected and processed?**

The personal data collected and further processed are the following:

- Name;
- Surname;
- Organisation/company/institution;
- Position in the organization/company/institution;
- e-mail addresses (functional and/or private);
- postal address of the organization/company/institution.

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

The personal data will be used only by the BEREC Office employees in charge of communications activities and the event management company assisting the BEREC Office in organising external and internal events.

### **4. How long are your personal data kept?**

Personal data collected are kept by the BEREC Office until the data subjects request to remove the personal data from the BEREC Office internal server.

### **5. What are your rights?**

You have the right to request from the controller access to and rectification or erasure of your personal data or restriction of processing. You can delete the data stored at any time by following the link “unsubscribe” in email notifications received from BEREC or by “unsubscribing” on the BEREC website: <https://berec.europa.eu/eng/subscribe>.

You also have the right to data portability.

The controller shall provide information on action taken on a request within one month of receipt of the request. That period may be extended by two further months where necessary, taking into account the complexity and number of the requests.

### **6. Who is the data controller and how to exercise your rights?**

The BEREC Office shall exercise the tasks of the data controller for the purpose of these processing operations.

To exercise the mentioned rights, you can contact the controller by sending an email to [communications@berec.europa.eu](mailto:communications@berec.europa.eu)

If you consider your data protection rights have been breached, you can always lodge a complaint with the BEREC Office’s Data Protection Officer ([dpo@berec.europa.eu](mailto:dpo@berec.europa.eu)) or with the European Data Protection Supervisor: [edps@edps.europa.eu](mailto:edps@edps.europa.eu)