

# Specific Data Protection Notice

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## Management of meetings, conferences and other events - Formal Meetings - Public Meetings Register

The European Banking Authority (EBA) processes your personal data based on [Regulation \(EU\) 2018/1725](#) (EUDPR).

The following information is provided in accordance with Articles 15 and 16 of the EUDPR.

### **Who is the controller?**

The EBA is the controller with regard to the data processing activities described in this data protection notice. EBA can be contact through email using [info@eba.europa.eu](mailto:info@eba.europa.eu) by stating in the subject 'Data protection enquiry' or in writing using the following address:

DEFENSE 4 – EUROPLAZA  
20 Avenue André Prothin CS 30154  
92927 Paris La Défense CEDEX

For more information on the EBA, please consult the EBA website <https://eba.europa.eu>.

### **What personal data do we process, for what purpose, who can access it and how long do we keep them?**

The EBA hosts various events organised by the agency, stakeholders and various other interested parties with the common goal of sharing ideas and best practices, as well as forging and strengthening new relationships.

The EBA processed your personal data for the purpose of organisation formal recurrent and institutionalised meetings such as the meeting of Board of Supervisors, Management Meeting, various Groups, Sub-Groups and Taskforces, networks and Public Hearings, etc.

EBA's Corporate Support Unit has set up online forms on the extranet and intranet (Registration link) where participants to events or meetings are asked to input their personal details. The personal data will be used by EBA staff and staff at the reception at the EBA's premises to send the invitations to the participants.

Personal data may be used in the context of the EMAS environmental project for the carbon footprint calculation and for the statistics of the management report.

The EBA may processes the following personal data for these purposes:

- First name
- Last name
- Organisation (national authority)
- Country of departure
- City of departure
- Means of transportation (plane, train, car, other vehicle)
- Email
- Dietary requirements
- Special assistance in case of evacuation

Your personal data can be accessed by :

- the EBA staff in charge of the organisation of the event;
- reception staff at the EBA premises from the company “City one”
- the EBA staff managing the Group, Subgroup, Taskforce, etc.;
- in certain situations, by the members of the Group, Subgroup, Taskforce, etc.;
- the extranet supplier, in case of technical support;
- in certain situations, the public.

Your personal data is stored in an electronic database. Access to the database is restricted to authorised staff members who are dealing with the organisation of the events. In some cases, external contractors have access to this information but their access and purpose of use are governed by specific contractual clauses to ensure adherence to the data protection regulations.

The EBA maintains on its website a public register of meetings involving its Chairperson, Executive Director, and staff with external participants to uphold transparency, as mandated by EU law.

The EBA follows EU principles of good governance and recognises the importance and benefits of transparency in the banking sector in terms of generating legitimacy and trust in banking institutions. Transparency helps to build and maintain public trust in the EU institutions, bodies, offices or agencies and strengthens their democratic nature. Public access to information gives substance to the principle of transparency by empowering citizens to monitor and scrutinise effectively the exercise of the powers vested in the EBA. The publicity regarding the meetings of

the EBA senior management and staff is a means of building and maintaining public trust in the EBA.

Under certain conditions, you may ask for your personal data to be removed from the public meetings register. However, this request must be supported by a strong justification that outweighs the public interest in transparency. When assessing such a request, the EBA considers the impact on public access to information, and balances interests such as transparency, good governance, data protection, due diligence and the participant's interest.

The register contains information about the meetings, including the meeting date, event or meeting name, location, entities and stakeholders participating, attendees' names, subjects covered, and details on any hospitality received.

Personal data is processed to ensure transparency regarding the functioning and activities of the EBA Chairperson, Executive Director, and staff.

Your personal data can be accessed internally by relevant Corporate Support and Communication staff members. After the meeting, the data listed above is made public on the EBA website: <https://www.eba.europa.eu/about-us/organisation-and-governance/accountability/public-meetings-registers>

The EBA will keep the personal data for 10 years.

### **Why do we process your personal data and under what legal basis?**

The processing of your personal data by the EBA is lawful since it is necessary for the organisation of EBA formal meetings in the performance of a task carried out in the public interest or in the exercise of official authority vested in the EBA. Therefore, the processing is lawful under Article 5(a) of the Regulation (EU) No 2018/1725. The participation in these meetings is voluntary.

The processing of your personal data in the Public Meeting Register is lawful since Article 15 of the Treaty on the Functioning of the European Union (TFEU) and Article 42 of the Charter of Fundamental Rights, requires EU institutions, including the EBA, to operate transparently. Additionally, Regulation 1049/2001 provides that Union institutions should handle access requests and emphasizes the need for proactively making documents publicly available.

### **Will the processing of your personal data involve any transfer outside of the EU?**

Your personal data is processed by the EBA within the EU/EEA and will not leave that territory.

### **What are your rights regarding your personal data?**

As a data subject, an individual whose personal data is processed, you have the following rights:

Access - You have the right of access to your personal data and to relevant information concerning how we use it.

Rectification - You have the right to rectify your personal data, where there are inaccuracies or where data is incomplete.

**Erasure - Under certain conditions, you have the right to ask that we delete your personal data.**

**Objection - You have the right to object to the processing of your personal data on grounds related to your particular situation. If you do so, EBA may only continue processing your personal data where overriding legitimate grounds can be demonstrated or where the processing is necessary for the establishment, exercise or defense of legal claims. However, this request must be supported by a strong justification that outweighs the public interest in transparency.**

Restriction - Under certain conditions, you have the right to ask that we restrict the use of your personal data or momentarily pause the processing conducted on the data.

Right to Withdraw Consent – Where the EBA relies on consent as the legal basis for processing your personal data you have the right to withdraw your consent at any time.

For more information on these rights and details of the exceptions that may apply please see Articles 14 to 25 of EUDPR.

Where you wish to exercise any of your rights, you can send your request by post in a sealed envelope or via email using the contact details provided below.

### **You have the right to lodge a complaint**

If you have any remarks or complaints regarding the way we process your personal data, we invite you to contact the Data Protection Officer (DPO) of the EBA (see section on contact details below).

You have, in any case, the right to lodge a complaint with the European Data Protection Supervisor, our supervisory authority for data protection matters.

### **Contact details for enquiries regarding your personal data**

Should you wish to contact the EBA, we encourage you to do so by email [info@eba.europa.eu](mailto:info@eba.europa.eu) by stating in the subject “Data Protection Enquiry”.

If you wish to contact the DPO of the EBA personally, you can send an e-mail to [dpo@eba.europa.eu](mailto:dpo@eba.europa.eu) or a letter to the postal address of the EBA marked for the attention of the DPO of the EBA.

The postal address of the EBA is DEFENSE 4 – EUROPLAZA, 20 Avenue André Prothin, CS 30154, 92927 Paris La Défense CEDEX, France.

You can also find contact information on the EBA’s website: <https://eba.europa.eu/contacts>