



Council of the European Union  
General Secretariat

## **Privacy Statement<sup>1</sup>**

### **Information on the protection of your personal data**

#### **PROCESSING OF IMAGES AND VIDEOS FOR OUTREACH PURPOSES - 300R01**

**1. Who is responsible for the handling of your personal data at the General Secretariat of the Council (GSC)?**

General Secretariat of the Council (GSC)

Head of Outreach Unit

Directorate-General for Communication and Information

[outreach@consilium.europa.eu](mailto:outreach@consilium.europa.eu)

**2. Contact details of the GSC's Data Protection Officer**

Data Protection Officer

[data.protection@consilium.europa.eu](mailto:data.protection@consilium.europa.eu)

**3. What categories of personal data do we handle?**

Data subjects are any person photographed or filmed by the Outreach Unit (processing department) and / or by GSC photographers.

Categories of data are photographs and videos.

Where appropriate, the identity of the person (name, address) will be collected and where necessary the needed consent obtained.

**4. For what purpose do we handle your personal data?**

The processing department takes photographs / videos for outreach purposes, in order to fulfil the requirements of the GSC External Communication Strategy.

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<sup>1</sup> Your personal data is handled in accordance with Regulation (EU) 2018/1725.

**5. What is the legal basis for the handling of your personal data?**

The legal basis for handling personal data is:

- Public Interest for photos and videos used for the purpose of institutional transparent communication (photos and videos depicting situations with visitor groups or events): article 5 (1)(a) of Regulation (EU) 2018/1725: "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". Public interest includes the processing operations needed for the management and functioning of the European institutions.
- Consent for photos and videos of visitors groups.

**6. If the legal basis is consent, you can withdraw it by**

As the legal basis is consent, you can withdraw from it at anytime by contacting the data controller at [outreach@consilium.europa.eu](mailto:outreach@consilium.europa.eu).

Please note that withdrawing your previously given consent does not affect the processing of your personal data that had already taken place before the withdrawal, in particular with regard to photos or videos that were published in printed publications or posted on social media.

In case the data has been transferred to another GSC department, you can contact the relevant data controller - see point 9.

**7. If the legal basis is a contract, are you obliged to provide us with your personal data and what are the consequences of not doing so?**

Not applicable.

**8. If we did not receive the personal data directly from you for this purpose, how did we obtain it?**

Photographs / videos of visitors are usually taken and processed by the members of the processing department. Photographs /videos of events (i.e. Open Day) are typically taken and processed by GSC photographers.

In the event that the Outreach Unit contracts with external photographers to take photos and/or videos during outreach activities, the contracted professionals must abide by the record 300R01, acting as processors for the GSC, and can only take and process photo/videos under instruction by Outreach Unit.

**9. Who will have access to your personal data?**

The members of the processing department have access to the data. Depending the use of the photograph / video, data is sent to other relevant GSC departments for outreach purposes:

- the Digital Communication Unit
- the Media Operations Unit
- the Graphics and Publication Unit

**10. Will your personal data be transferred to a third country or an international organisation? If so, what safeguards are in place, if any?**

Not applicable.

**11. For how long will we keep your personal data?**

Data will be kept within the processing department for a period of maximum five years or until the data subjects withdraw their consent. This is essential, as images might be reused in order to ensure an effective outreach campaign.

In cases where the data is used by other GSC departments, those departments (see point 9) are then bound by the retention periods which have been established for their respective processing activities.

**12. Does the handling of your personal data involve automated decision-making, including profiling? What are the consequences for you?**

Not applicable.

**13. What are your rights<sup>2</sup> and how can you exercise them?**

You have the right of information and the right to access to your personal data.

You also have the right to correct and complete your data.

Under certain circumstances, you may have the right to obtain the erasure of your personal data, to object to the handling of your personal data or to ask for it to be restricted.

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<sup>2</sup> Articles 17 to 22 of Regulation (EU) 2018/1725.

**You can exercise these rights by sending an e-mail to the person responsible for the handling of your personal data (see point 1), with a copy to the Data Protection Officer (point 1).**

**With your request, you must provide a copy of an identification document to confirm your identity (ID card or passport). This document should contain an identification number, country of issue, period of validity, your name, address and date of birth. Any other data contained in the copy of the identification document such as photo or any personal characteristics may be blacked out.**

(Not applicable to GSC staff)

- 14. You have the right to lodge a complaint with the European Data Protection Supervisor [edps@edps.europa.eu](mailto:edps@edps.europa.eu)**

Before you do so, it is recommended that you first try to obtain a remedy by contacting the person responsible for the handling of your personal data at the GSC (see point 1) and/or the Data Protection Officer (point 2).

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