

## **Data privacy information for events of the Europe Agency**

**The Europe Agency of the Gesellschaft für soziale Unternehmensberatung (hereinafter referred to as gsub mbH) supports the Senate Department for Labour, Social Services, Equality, Integration, Diversity and Anti-Discrimination (SenASGIVA) in activities in a European context. This includes organising events on various topics and increasing the presence of Berlin's employment and vocational training policy at European and international level.**

**In doing so, the Europe Agency collects personal data. In accordance with Article 13 of the General Data Protection Regulation (GDPR), we would like to inform you how we handle your data.**

### **Name and contact details of the controller**

#### **Controller pursuant to Art. 4 No. 7 of the EU General Data Protection Regulation (GDPR)**

gsub - Gesellschaft für soziale Unternehmensberatung mbH  
Kronenstraße 6  
10117 Berlin  
Tel.: +49 30 284 09 0  
Fax.: +49 30 284 09 210  
E-mail: [kontakt\[at\]gsub.de](mailto:kontakt[at]gsub.de)

#### **Contact to the data protection officer of gsub mbH**

You can contact the data protection officer at [datenschutz@gsub.de](mailto:datenschutz@gsub.de) or at the above postal address with the addition "the data protection officer".

#### **Who is involved in the data processing?**

We work together with the following partner (hereinafter also referred to as the "client") for the event:

Senate Department for Labour, Social Affairs, Equality, Integration,  
Diversity and Anti-Discrimination (SenASGIVA)  
Oranienstr.106  
10969 Berlin  
E-mail: [datenschutz@senasgiva.berlin.de](mailto:datenschutz@senasgiva.berlin.de)

Note on the disclosure of your data:

Our partner may receive data from us and use it for the purposes stated below.

## Collection of personal data

Personal data is collected, stored and used as part of the organisation of the event. You can find out what data this is in detail, for what purposes it is collected and further details on data processing in this data protection information.

### a) Data collection as part of the registration and organisation of the event

When you register for an event or participate as a speaker, we require certain data from you depending on the type of event. The invitation or registration form will indicate which information is required and which is voluntary.

We use your data for the following purposes:

- For the organisation, implementation and handling of the event.
- To compile the list of speakers. For the purpose of informing participants.
- To plan future events and activities and to be able to invite you to these if necessary.
- To fulfil documentary and verification obligations in the context of funding and financing by our client. For this purpose, we provide reports in which we document our work. These reports may contain personal data.

The following personal data is collected:

- First name and surname
- Institution
- Position
- E-mail address
- Any need for help

The provision of your personal data is not mandatory and is therefore voluntary. However, we will not be able to process your registration if you do not provide the data specified as required in the registration form.

### Important note regarding details of an accompanying person:

In the registration form, you can let us know whether you are bringing an accompanying person to the event. In this case, we will collect and process the first name and surname of this accompanying person. The legal basis for the processing is Art. 6 para. 1 sentence 1 lit. b GDPR. Please note that, as the main guest, you must ensure that you are authorised to register the accompanying person.

### Legal basis of the processing

The legal basis for data processing for the organisation, implementation and handling of the event is Art. 6 para. 1 lit. b GDPR.

- The legal basis for data processing for the purpose of networking the participants of the event is your consent (Art. 6 para. 1 lit. a GDPR). You can withdraw your consent at any time. All you need to do is send us an informal email. The legality of the data processing carried out until the revocation remains unaffected by the revocation.

- The legal basis for data processing for the purpose of planning future events and activities and, if necessary, to be able to invite you as a speaker or participant is Art. 6 para. 1 lit. f GDPR. The legitimate interest in this respect is the fulfilment of our task described above. For this purpose, it is necessary to be able to access the concepts for events including their composition (distribution list/list of participants).
- The legal basis for data processing for the fulfilment of documentation and verification obligations towards our partner is Art. 6 para. 1 lit. f GDPR. Legitimate interests in this respect are our interest and that of our client in an efficient and comprehensible use of funds.

### **Storage period**

Your data will be deleted at the end of the calendar year following the end of the Europe Agency's project. This period may be extended if the contract of the Europe Agency is continued beyond 31 December 2026.

### **Need for help - Important note on health data**

We expressly point out that by participating in digital discussion groups, health data will be disclosed to other participants in the event of visual or auditory impairments.

If you do not wish this to happen, you must not share the camera.

The information on support needs is personal data that provides information about your health. Data in this category is particularly sensitive and is therefore only collected by us with your express consent (Art. 9 para. 2 lit. a GDPR). The provision of this information is therefore completely voluntary. However, if you do not consent to the processing of this type of personal data, we may not be able to adequately address your specific needs and requirements at the event. Once you have given your consent, you can withdraw it at any time. It is not necessary to give reasons for this. If you withdraw your consent, we will no longer be permitted to continue the data processing based on this consent in the future.

The data relating to your requests for help will be deleted 30 days after the event.

### **b) Data collection in the context of photo and video recordings**

Recordings in the form of photos and videos will be made during the event. These recordings will be used for subsequent publication on the YouTube channel as well as for summarised documentation on the website and for insights and reviews of the event on social media channels (SenASGIVA: X, Instagram, LinkedIn; gsub mbH: LinkedIn, Xing).

### **Legal basis for the processing**

The legal basis for the taking of photographs and film recordings and the subsequent publication is Art. 6 para. 1 letter f GDPR, insofar as the event is the main focus of

the recordings and the persons depicted are therefore only shown as "accessories". In this case, legitimate interests are the documentation and publicity of the event of the Senate Department for Labour, Social Affairs, Equality, Integration, Diversity and Anti-Discrimination.

If you participate in the event as a speaker, lecturer, moderator or other superficially present contributor, we process your data on the basis of your consent in accordance with Art. 6 para. 1 lit. a GDPR.

### **Storage period**

All recordings made by us will no longer be used, destroyed or deleted as soon as the purpose for the processing no longer applies or you revoke your consent. In the event of a revocation, the photos and film recordings will be deleted from Internet offers as far as this is technically possible. The deletion can also be carried out by making them unrecognisable (e.g. pixelation). Photos that are available on the Internet may no longer be completely deleted after cancellation, as recordings downloaded by third parties can no longer be deleted by gsub GmbH.

### **c) Data collection in the context of online workshops**

As part of the conference, we offer online workshops that are organised via the Zoom video tool.

When using the video platform, the following data will be collected and processed depending on the scope of use

- Name, institution
- Video and sound
- Chat messages
- Duration of participation (date, start and end, attendance/absence times if applicable)
- Health data (impairment(s) of the participants. Meeting metadata (IP address, device/hardware information)
- Shared documents, if applicable

In addition, when dialling in by telephone

- Dial-in numbers,
- start and end times are also processed. Wir arbeiten mit Connect4Video GmbH zusammen. Diese setzt das Videokonferenzsystem Zoom ein.

We have concluded an order processing agreement with Connect4Video.

Data is disclosed to this service provider and its subcontractors (e.g. data centres, Zoom Video Communications, Inc.). The data centres process their data in Germany and Switzerland. Zoom processes data in the USA. This is not about the content of the video conferences and chats (these are processed on Connect4Video GmbH servers), but about data that serves to ensure the security and function of the

platform. There is an adequacy decision for the transfer of data to the USA and Zoom has been certified in accordance with the Data Privacy Framework.

### **Legal basis of the processing**

For data that serve the proper technical operation of the video tool, i.e. information without which we cannot provide you with these offers, the processing is based on Art. 6 para. 1 lit. f GDPR.

For the data of the online workshop itself, the processing is based on your consent in accordance with Art. 6 para. 1 lit. a GDPR in conjunction with Art. 9 para. 2 lit. a.

Further information in connection with photo and video recordings of the workshop can be found under "Data collection in the context of photo and video recordings".

### **Storage period**

Your data will be processed during the organisation of the event. There are no plans to store the data processed using the video conferencing system during the event. The deletion takes place after the end of the event.

Name, meeting metadata and telephone dial-in data will be anonymised after 30 days.

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### **d) Data collection in connection with the livestream and publication on YouTube**

The recording of the conference will be available as a livestream and after the event on the YouTube channel of SenASGIVA after the event.

YouTube LLC, headquartered at 901 Cherry Avenue, San Bruno, CA 94066, USA, is a subsidiary of Google LLC.

Personal data or recordings about you will only be transmitted with your consent.

### **Legal basis of the processing**

The legal basis for the transfer of your data to Google is your consent in accordance with Art. 6 para. 1 lit. a GDPR in conjunction with Art. 45 para. 1 GDPR (adequacy decision of the EU Commission). You give your consent before the event using a separate form.

In the event that the EU adequacy decision or Google's certification with the U.S. Department of Commerce loses its validity, data processing will take place on the basis of your consent in accordance with Art. 6 para. 1 lit. a GDPR and on the basis of your consent in accordance with Art. 49 para. 1 lit. a GDPR (data processing in a third country classified as unsafe). You give your consent voluntarily and with knowledge of the fact that there is no level of data protection equivalent to that of the European Union in a third country classified as unsafe.

## **Storage period**

The data uploaded directly by us to the platform will be deleted by us as soon as you request us to delete it, revoke your consent to storage or the purpose for data storage no longer applies.

## **Service provider**

We use external service providers to support the realisation of the hybrid event. Data is disclosed to external service providers as part of the provision of the service. We have made the contractual arrangements stipulated in the GDPR for this purpose.

We use the following external service providers:

- We use the platform of an external service provider to provide the live stream:

**BMK Media Production GmbH & Co KG**, Bertha-Benz-Str. 5, 10557 Berlin, email: bmk[at]bmk.tv.

In addition to this data protection information, please note the data protection information of BMK Media Production GmbH & Co KG. You can access this [here](#).

## **Social media channels**

We use the SenASGIVA channels on Instagram, YouTube, LinkedIn and X as well as gsub mbH on LinkedIn and Xing.

We have included links to Instagram and X on the conference website. We use these services to provide posts, photos, advertising for the upcoming event and other company information. This involves the processing of personal data, which we will inform you about in more detail below. We would like to point out that the use of the pages, in particular their interactive functions, is your own responsibility.

The provider of Instagram is Meta Platforms Ireland Ltd. 4 Grand Canal Square Grand Canal Harbour Dublin 2 Ireland. For details on how Instagram handles your personal data, please refer to [Instagram's privacy policy](#).

The provider of X (formerly Twitter) is X Corp Copyright Agent, 1355 Market Street, Suite 900, San Francisco, CA 94103; USA. Details on how X handles your personal data can be found in [X's privacy policy](#).

YouTube is a service provided by YouTube LLC. YouTube is a subsidiary of Google Inc. with headquarters at 901 Cherry Avenue, San Bruno, CA 94066, USA. Further information on data protection can be found [here](#).

LinkedIn is offered by LinkedIn Ireland Unlimited Community, Wilton Place, Dublin 2, Ireland. Further information can be found in [LinkedIn's data protection information](#).

Xing is provided by New Work SE, Am Strandkai 1, 20457 Hamburg, Germany. You can find information on data protection [here](#).

As the operator of the profiles, we have access to statistical analyses of page views. The data is available in anonymised form and does not provide any information about the visitors to the profiles.

You can also use the interactive functions of the platforms by registering for a user account in order to follow our company profile, contact us via the specified channels, comment on/like posts and be informed about content generated by us. In this case, the user account is assigned to the corresponding page view and is available to us as the operator of the company profile for inspection.

The data you transmit, such as comments, videos, images, likes, etc., will be published by the social media platforms and will not be used or processed by us for any other purpose at any time. We only reserve the right to delete content should this be necessary. We may share your content on our site if this is a function of the social media platform and communicate with you via the social media platform.

### **Legal basis of the processing**

The legal basis is Art. 6 para. 1 letter f GDPR. The legitimate interest here is primarily public relations and communication. We also use the statistical analyses to design our company profile in a user-friendly way and to tailor it to your interests as a visitor, as well as to increase our company presence. We use the data you send to us via the contact channels exclusively to respond to your enquiries in a targeted manner.

If you visit our social media presence, we are jointly responsible with the operator of the social media platforms for the data processing operations triggered during this visit. You can assert your rights (information, rectification, erasure, restriction of processing, data portability and complaint) both against us and against the operator of the social media portal.

### **Data processing by the operators of the social media platforms**

The operators of the social media platforms use web tracking methods. Web tracking can also take place regardless of whether you are logged in or registered with the social media platform. We have no influence on web tracking and cannot switch it off.

It cannot be ruled out that the provider of the social media platform may use your profile and behavioural data, for example to evaluate your habits, personal relationships, preferences, etc. We have no influence on web tracking and cannot switch it off. We also have no influence on this data processing.

Further information on data processing by the provider of the social media platform can be found in the provider's privacy policy linked above.

### **Storage period**

The data collected directly by us via the social media presence will be deleted from our systems as soon as the purpose for its storage no longer applies, you request us to delete it, revoke your consent to storage or the purpose for data storage no longer applies.

We have no influence on the storage period of your data that is stored by the operator of the social network for its own purposes. For details, please contact the operator of the social network directly.



## Your rights

You have the following rights with regard to your personal data:

- Right of access
- Right to rectification or erasure
- Right to restriction of processing
- Right to data portability- Right to data portability

### Right to object

If the data processing is based on Art. 6 para. 1 lit. e) or f) GDPR, you also have the right to object to the processing of your personal data at any time for reasons arising from your particular situation.

If you object, we will no longer process your personal data concerned unless we can demonstrate compelling legitimate grounds for the processing which override your interests, rights and freedoms or the processing serves the establishment, exercise or defence of legal claims (objection pursuant to Art. 21 (1) GDPR).

### Right of withdrawal

If the data processing is based on consent (Art. 6 para. 1 lit. a GDPR), you have the right to withdraw your consent at any time without giving reasons and with effect for the future.

### Assertion of an objection or withdrawal

Both the objection and the withdrawal are free of charge and can be sent informally to the above e-mail address. Please send an objection or withdrawal by post to the postal address given with the addition "Data protection".

### Right to lodge a complaint with the competent supervisory authority

You also have the right to complain to the competent data protection supervisory authority about the processing of your personal data by us.

The authority responsible for gsub is the:

Berliner Beauftragte für Datenschutz und Informationsfreiheit  
Tel: +49 30 138 890  
E-mail: mailbox[at]datenschutz-berlin.de