EUROPEAN COMMISSION

DIRECTORATE-GENERAL FOR TRANSLATION

PROTECTION OF YOUR PERSONAL DATA

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

Privacy Statement for Meetings and Events organised by the European Commission

Processing operation: Juvenes Translatores contest

Data Controller: European Commission *Directorate-General for Translation, DGT.02*

Record reference: DPR-EC-01063

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1. Introduction

The European Commission (hereafter 'the Commission') 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 Juvenes Translatores contest. 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.

The information in relation to processing operation **Juvenes Translatores 2026-2027***,* undertaken by *Directorate-General for Translation,* Unit DGT.02 – Communication – of the European Commission, is presented below.

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

Purpose of the processing operation: DGT Unit DGT.02 – Communication – collects and further processes your personal data to provide you with information about the Juvenes Translatores contest (before, during and after) and contest-related activities (i.e. alternative Juvenes Translatores experience/activities offered by DGT colleagues in the EU Members States, online tutorial sessions offered by the European Master's in Translation (EMT) universities' students), and to process your application for participation in the contest and contest-related activities.

Participants in the contest and the contest-related activities can be photographed, filmed and recorded, in unedited format or with necessary technical editing.

This includes photographing, filming and audio-video recording of the contest winners, their teachers and parents/legal guardians during a 3-day visit to Brussels, to which they are invited. This visit includes the award ceremony that is live web-streamed. Some participants could be invited to participate in the online announcement of winners, which is live web-streamed.

Photos and audio-video recordings can be used on the European Commission's digital channels (DGT Instagram and Facebook accounts, JT official website, You Tube, LinkedIn) to communicate about the Juvenes Translatores contest and contest-related activities, and to promote multilingualism and language learning and inform about activities that the European Commission offers to secondary school students and their teachers.

Participants in the contest and contest-related activities, their teachers and parents/legal guardians of the winners who do not wish to be part of the above-mentioned photographing, web-streaming and recording/publishing activities have the right to object to processing by sending an email to DGT-TRANSLATORES@ec.europa.eu prior to the in-person or online Juvenes Translatores-related events. In this case, the data controller will provide an alternative solution. Your personal data will not be used for any automated decision-making including profiling.

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

The Juvenes Translatores processing operations are lawful under 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).

The processing operations on personal data of the speakers for the Juvenes Translatores awards ceremony and contest-related activities with whom a contract is concluded, are carried out in line with the contractual provisions. Consequently, that processing is necessary and lawful under Article 5(1)(c) of Regulation (EU) 2018/1725 (processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract).

Your consent is required for:

- ☐ photographing, audio-video recording and web-streaming of/at the events and activities in the context of the Juvenes Translatores contest.
- ☐ the processing of your personal data relating to your dietary requirements and/or requirements to access to the buildings of the EU institutions;
- ☐ processing the participants' list of the Juvenes Translatores awards ceremony and other contest-related events containing your name, school, country of origin, and city;
- ☐ processing of your personal data for the purpose of informing you about and inviting you to the Juvenes Translatores contest-related activities about multilingualism and language learning that the European Commission offers to secondary school students and teachers.

If you give your consent, you are explicitly authorising us 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 contest's online registration form. Please note your consent is required to participate in the Juvenes Translatores contest.

Your consent to processing of your personal data for these purposes can be withdrawn at any time:

- If you wish to withdraw your consent, please send an email to DGT-TRANSLATORES@ec.europa.eu.

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

The following personal data will be collected and further processed:

- contact details of the responsible adult of the participating schools (function/title, first name, last name, name of school, city, country, e-mail address, telephone number);
- contact details (first name, last name, name of school, city, country) and birth date of the students entered into the contest or contest-related activities;
- nationality, passport or identity card number and its date of issue and expiry date, e-mail address, telephone number will be collected, so that the data subjects may be invited to the Juvenes Translatores contest-related activities and could obtain access to the premises where the awards ceremony and other events are held;
- dietary requests (if any) and specific access requirements.

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:

- All personal data related to the organisation and management of the Juvenes Translatores contest (this includes the information given during the registration, before, during or after the event) will be deleted **one year** after the last processing operation in relation to the 3-day visit to Brussels.
- Sensitive personal data relating to dietary and/or access requirements 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 Juvenes Translatores contest but no later than **1 month** after the end of the awards ceremony.
- Recordings from the web-streamed awards ceremony will be kept for **2 years** before being deleted from the EUROPA website. More information is available in the Record of Processing DPR-EC-00306 (Web-streaming of Commission events). The recordings will remain publicly available on the Translating Europe YouTube channel for maximum of 5 years. Entire recordings or their parts could be kept in the DG Translation archives for longer periods in purpose to promote multilingualism and language learning. However, participants of the event retain the right to request the erasure of their personal data, including identifiable voice or image, where applicable under Article 17 GDPR ("right to be forgotten"). Such requests will be assessed on a case-by-case basis, in accordance with applicable data protection rules.
- In case of audio-visual recording and photos taken during the 3-day visit to Brussels or other Juvenes Translatores contest-related activities, the recordings and photos will be kept for **12 months** after the visit/activity before being deleted. More information is available in the Record of Processing DPR-EC-01937 (Audio-visual recording of meetings). However, some audio-visual recordings and photos may be used for contest promotion purposes for a longer time period based on the explicit consent by individual participants involved, who nevertheless retain the right to request the erasure of their personal data, including identifiable voice or image.
- Personal data shared with the Directorate-General for Human Resources and Security of the European Commission for the participants to gain access to Commission buildings is kept **for 6 months** after the termination of the link between the data subject and the Commission. More information is available in the Record of Processing DPR-EC-00655 (Commission Physical Access Control System (PACS)).
- 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.

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 on the servers of the European Commission. 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 contractors are 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 the General Data Protection Regulation ('GDPR' - Regulation (EU) 2016/679*).*

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.

We may also share your information with relevant external contractors for the purposes of organising the travel, accommodation and related activities of the contest winners and other participants of the Juvenes Translatores 3-day visit to Brussels and other Juvenes Translatores contest-related activities.

The winners' and their schools' names, together with the names of their countries' and cities' of origin, as well as the winning translations will be published on the digital communication channels of the European Commission, based on the consent given when entering the contest.

We may also reproduce, make available, publish, distribute, copy, modify and archive the photos and videos, and create derivatives (adaptations) using the entire video or photo or any part thereof; Also, we can use the photos and audio-video recordings on their own or in combination with other elements, in any form or medium whatsoever (text, data, images, photographs, illustrations, animations, graphics, video segments, paper documents, websites and any other electronic or other material). We may share photos and videos with external audiences on the digital communication channels of the European Commission.

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 Juvenes Translatores contest takes place via the European Commission website. The cookies employed by the European Commission on the registrant's device for that purpose are covered by the cookie policy of the Commission, which is available here: https://ec.europa.eu/info/cookies_en.

When you visit the website(s) of our contest and when you register, we will keep the browser history of your visit for a maximum of ***1 month.*** This information will then be deleted. The collection, aggregation and anonymising operations are performed in the data centre of the European Commission under adequate security measures.

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-00083 (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 not wish to make your personal data available for our anonymised, aggregated statistics, you can opt out 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 Juvenes Translatores contest and contest-related activities, language learning, multilingualism and EU projects for youth and secondary school teachers through widely used communication channels, including the 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 the videos, some of them being uploaded on Youtube, and see the photos taken during the whole cycle of the Juvenes Translatores contest and contest related activities on the Juvenes Translatores official website and social media (YouTube, Facebook, Instagram and LinkedIn).

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 if 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.

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, Facebook, Instagram and LinkedIn 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. If 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 they are inaccurate or incomplete. Where applicable, you have the right to erase your personal data, to have their processing restricted and 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 via DGT-TRANSLATORES@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, via DGT-TRANSLATORES@ec.europa.eu.

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

You may contact the Data Protection Officer (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) 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.

10. Where to find more detailed information?

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 can access the register via the following link: http://ec.europa.eu/dpo-register.

This specific processing operation has been included in the DPO's public register with the following Record reference: DPR-EC-01063.