

EU-CORD Privacy Notice & Data Policy

Website Privacy Notice

EU-CORD fully respects users and clients right to privacy and will not collect any personal data about you through this website or other means that you do not give voluntarily. Any personal data that you volunteer to EU-CORD will be treated securely and confidentiality. Where information is shared to facilitate the legitimate interest of the network this will be explicitly requested.

We fully respect the law of 8 December 1992 of 08.12.1992 for the protection of privacy, modified by the law of 11.12.1998 transposing the directive 95/46 / EC of 24.10.1995 of the European Parliament and Council on the protection of natural persons the processing of personal data, the free movement of such data and the requirements of the European General Data Protection Regulation. Your data will in no case be used for commercial purposes. You have the right to inspect the personal details that concern you and you can have them corrected, if applicable.

We use cookies to collect non-personal information about how visitors use our website. These cookies are used as part of Google Analytics, a web analytics service that enables us to track how visitors use our website. The goal of this application is to help us improve the quality of our site. Google Analytics uses first-party cookies.

Technical details in connection with visits to this website are logged for statistical purposes. No information is collected that could be used by us to identify website visitors. EU-CORD will make no attempt to identify individual visitors, or to associate the technical details with any individual.

EU-CORD is not responsible for the content or privacy practices of other websites that are/may be linked to the EU-CORD site. Any external links to other websites are clearly identifiable as such.

Privacy Policy

This privacy statement relates to the processing, the way we collect, handle and ensure protection of all personal data provided, how that information is used and what rights you may exercise in relation to your data (the right to access, rectify, block etc.).

This privacy statement concerns information shared with the EU-CORD secretariat through engagement in network activities including: meeting/event registrations; mailing lists; surveys and other media platforms, including website.

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General Statement

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Legitimate Interest

The EU-CORD Secretariat (referred hereafter as Administrator) is responsible for data control and collects information from clients to facilitate the core work (legitimate interest) of the network including, but not limited to:

- Transmission of personal data within a group of undertakings for internal administrative purposes, including client and employee data
- Communication activities
- Linking members together for common work
- Responding to public enquiries
- Facilitation and administration of network events
- Secretariat recruitment, consultancies and engagement of service providers

For illustrative purposes, information shared - such as email address, your position in a member organisation, contribution to a consultation exercise might be shared by the Administrator with other EU-CORD members or their partners. Some information might be shared with a wider audience through channels such as a web page, publication, social media, speeches or policy statements.

When information is shared with a wider audience, this will be done anonymously unless the contributing person (hereafter the "data subject") has explicitly agreed to the use of his/her personal data together with the (extract of the) contribution after an explicit individual request by the Administrator.

Collection and Use of Personal Data

EU-CORD does not collect any personal data about you on from its website, apart from information which you volunteer (for example by emailing us, by using our online feedback form, or subscribing to our newsletter). Any information which you provide in this way is not made available to any third parties and is used by EU-CORD only for the purpose for which you provided it.

Only data necessary to enable the legitimate interest of the network can be collected and processed typically name, contact information and organisational information. Additional information may be required from specific people to fulfil legal obligations; to facilitate participation in network activities; for recruitment or contracting purposes, or to enable access to bodies such as the European institutions.

Consent

General consent is given via the membership covenant and further explicit consent to the use your data is given in your membership profile or formal sign-up forms.

Our mailing lists are held on the Mailchimp platform. People on these lists must give their explicit consent to a) EU-CORD holding their personal data 2) Receiving information from us via the mailing list 3) where appropriate, agreement for EU-CORD to share their information with other EU-CORD members 4) where appropriate, agreement for EU-CORD individual members to be added to the working group platforms.

The data are given by data subjects on a voluntary basis.

Collection and Use of Technical Information

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Data Retention

The Administrator only keeps the data for as long as follow-up actions remain valid or are necessary regarding the purpose(s) of the processing of personal data or as required by law.

Clients subscribed to mailing lists and other communication tools can review, subscribe/unsubscribe at any time.

How do we protect your data?

All data in electronic format (emails, documents, uploaded batches of data etc.) are stored either on the servers of the EU-CORD secretariat or held by third-parties such as Mailchimp, SurveyMonkey, Google. EU-CORD uses Microsoft (Office365) for electronic document storage and mail processing. Hard copies of sensitive information are kept in a secure location only accessible to the Administrator.

Data access and disclosure

The Secretariat and the external processor, if any.

Personal data collected in this context may be integrated into different communication systems with the purpose of facilitating the interaction between EU-CORD members and its stakeholders in their areas of interest.

Data related to the country, age or gender, name, e-mail address could be transmitted to other EU-CORD members for collaboration purposes.

If data subjects do not wish to be included in system, they can unilaterally amend their profile or address themselves to the Administrator.

Processing of payroll data is managed by Woord en Daad and is managed in line with their data protection policy. This is only relevant for staff employed by the network.

Your data rights

According to Regulation (EC) n°45/2001, you are entitled to access your personal data and rectify, block or delete it in case the data is inaccurate or incomplete. You can exercise your rights by first contacting the Administrator. To escalate your rights you can contact the supervisory board in the form of the Administrative Council using the contact information given below. If your still not satisfied you can contact the Commission for the Protection of Privacy / <https://www.privacycommission.be/en>.

Contact information

If you have comments or questions, any concerns or a complaint regarding the collection and use of your personal data, please feel free to contact the Administrator, using the following contact information:

Administrator responsible for data policy implementation: Ruth Faber / ruth.faber@eu-cord.org / +32 2 48060174

Administrative Council: AdminCouncil@eu-cord.org

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