

EUDA Personal Data Protection Record on Civil Society Organisations

Part 1 - mandatory records under Article 31 of the new rules (publicly available)

Nr.	Item	
Header – Versioning and reference numbers (recommendation: publicly available)		
1.	Last update of this record	12-12-2024
2.	Reference number:	DPO-054
Part 1 - Article 31 Record		
3.	Name and contact details of controller	Controller: EUDA, Praça Europa 1, 1249-289 Lisboa, Portugal Contact: Maria Moreira. Email: P&I_DC@euda.europa.eu
4.	Name and contact details of DPO	Gonçalo Felgueiras e Sousa, EUDA; dpo@euda.europa.eu
5.	Name and contact details of joint controller (where applicable)	na
6.	Name and contact details of processor (where applicable)	na
7.	Purpose of the processing	The organisation of collaboration with Civil Society Organisations (CSOs) in application of art.55 of the EU Regulation N°2023/1322
8.	Description of categories of persons whose data EUDA processes and list of data categories	<p>Categories of persons:</p> <ul style="list-style-type: none"> • EUDA staff • CSO representatives participating in the collaboration with EUDA <p>Data categories:</p> <ol style="list-style-type: none"> a) Contact details (name, job title, email, telephone number); b) Event details: documentation/information for booking travel and accommodation; processing reimbursement(name, gender, nationality, ID/passport numbers, bank account details, etc, which are included in LEF and BAF); c) Presentations and documents shared by CSO representatives participating in the collaboration with EUDA; d) Pictures taken during public meetings;
9.	Time limit for keeping the data	<p>Electronic and, if applicable, printed data will be stored in the EUDA's files as follows:</p> <ol style="list-style-type: none"> a) Name of the organisation, name of CSO representatives and their contact details (email, telephone number, etc) in EUDA directory; b) Data kept for the duration of the collaboration with EUDA
10.	Recipients of the data	<p>Within EUDA: EUDA staff involved in the management of the CSO network, namely the CSO coordination and the assistant;</p> <p>Outside EUDA: A designated travel agency staff will have access to passport details/its copy and mobile phone (required for a booking)</p>

11.	Are there any transfers of personal data to third countries or international organisations? If so, to which ones and with which safeguards?	No
12.	General description of security measures, where possible.	The personal data of CSO representatives will be kept within the EUDA directory, enjoying of all security measures implemented by the EUDA. These will also be kept in Documenta (which is GDPR compliant) in an area where only the above staff members have access
13.	For more information, including how to exercise your rights to access, rectification, object and data portability (where applicable), see the privacy statement:	The Data Protection Notices are available as PDFs on the web page for Data Protection Record DPO-054 .