



## Prague European Summit 2019: May 27 – 29

The Prague European Summit is conceived as a platform for a regular high-level strategic debate on the future of the European Union as an initiative of **EUROPEUM Institute for European Policy** and the **Institute of International Relations**. [EUROPEUM Institute for European Policy](#) is responsible for data storage.

We manage your personal data in accordance with the 2016/679 GDPR, along with other valid regulations regarding the protection of personal data, which complement or implement the GDPR.

In our database we only store your: **name, surname, your email address, gender, nationality, photo, institution and position.**

### Why do we store personal data?

**Name, surname and email address** are stored, so that we can send out invitation for summit, which we organize and so that we can place you on our attendance sheets in case you confirm your participation on these events. With this we can coordinate and make sure you get a seat. Information about **gender, nationality, institution and position** is used by us to create statistics based on our events through which we inform co-organizers and partners about in what manner the event happened, and about the composition of categories that participated in the event. This information has therefore only informative purposes and is only used internally.

Your **photo** is used for the badge, especially for security reasons that are in place during the summit.

### Where and for how long do we store this data?

Prague European Summit is using sufficient organizational and technological measures in protecting personal data. Your data is stored in an electronic contact database software Eventival, which is licensed and is fulfilling all the requirements of GDPR. In case you register for our events through our registration form on Google Forms, the data you submitted is stored on a secured document on the server of Google LLC.



## Prague European Summit 2019: May 27 – 29

### How can I change/delete my personal data?

You have the option to remove yourself from our contact list in case you no longer wish to receive any invitations to summit that we organize. You can unsubscribe by contacting us directly via email at [registration@praguesummit.eu](mailto:registration@praguesummit.eu) saying that you no longer want to receive a certain kind of information. If you choose to unsubscribe, and your contact information will be deleted **you will stop receiving any emails sent out by Prague European Summit. This also means that we can no longer add you to the contact list of recipients.** The data is stored up to the point where you unsubscribe from our emails, or until Prague European Summit stops functioning.

### Information about audiovisual material from our events.

When participating on an event, you are giving us permission to use pictures and video-recordings, which you might be part of, to use further as promotion material and for PR purposes. During some events, a video-recording can be made, which can be live-streamed on Facebook, and consequently archived. Photographies of the audience, which we take during our events, are completely anonymous and the names of individuals are not displayed on these photographies, nor are they anywhere listed (with the exception of the moderator and guest speakers).

### Information about cookies.

Prague European Summit does not use cookies to store any personal data. Our websites contain several external links like the websites of partner organizations, sponsors, Facebook and YouTube, which may use cookies monitoring your activities on the internet. Third party cookies are following different principles of personal data protection from our websites. You can block cookies in the settings of your internet browsers.

### Information about sharing of personal data with third parties.

We do not share our database of your personal data with any third parties. The only exception is the data provided by filling in registration forms for our events, which we organize with any of our partner organizations. We can only share this data with co-organizers of that particular event for which you register. Even then, we only share that information which is absolutely necessary for organization purposes (information such as informing them that you have already registered for an event and no further emails in regard to that event need to be sent to you).