

PUBLICATIONS

Key information

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Data protection officer

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Purpose of the processing

The purpose of collecting personal data is to include in the publication information about authors, contributors, interviewees, citations, project participants and photographs of various individuals.

Legal basis

- Regulation (EC) No 1339/2008 of the European Parliament and of the Council of 16 December 2008 establishing a European Training Foundation (recast), in particular Article 2, Functions.
- ETF Publication Policy (ref. Directors decision ETF/14/DEC/002)

Personal data

Personal data concerned are:

- Name, e-mail, institution and title, Photographs, and in exceptional cases telephone.

Recipients of the personal data

For the purpose detailed above, access to personal data is provided to the following processing entities:

- Internal recipients are ETF editors / drafters, ETF communication officers
- External recipients can be outsourced contractors for writing, editing, layout/design, translation/cross language copy editing, publishing and printing

Further information

Data retention

Personal data collected but not included in the final version of the publication is removed 5 years after the publishing date.

Once published, personal data in both electronic and paper versions of publications will always be available.

Right of access, rectification or erasure, restriction, objection

Any request to access, rectify or erase personal data, or to restrict or object to the processing of personal data shall be addressed in writing to the ETF Communications Department, info@etf.europa.eu, giving details of the request.

Right to withdraw consent

Any request to withdraw consent to the processing of personal data shall be addressed in writing to the ETF Communications Department, info@etf.europa.eu.

Right to lodge complaint

Data subjects can at any time lodge a complaint on the processing of their personal data to the ETF Data Protection Officer (DataProtectionOfficer@etf.europa.eu) or to the European Data Protection Supervisor (<http://www.edps.europa.eu>).