

Reference ETF/DPR/80

Issued November 2024

## Network of ETF alumni

### Key information

#### Controller

The Director of the ETF ([director@etf.europa.eu](mailto:director@etf.europa.eu))

#### Business owner

People and Talent unit (PAT a.k.a. Human resources) – Knowledge manage function<sup>1</sup>

Email: [ETF\\_Alumni\\_Network@etf.europa.eu](mailto:ETF_Alumni_Network@etf.europa.eu)

#### Data protection officer

[DataProtectionOfficer@etf.europa.eu](mailto:DataProtectionOfficer@etf.europa.eu)

#### Purpose of the processing

The main purpose of collecting personal data of the members of the Alumni Network, former colleagues of the ETF, is to be able to invite them to Alumni events and corporate conferences. Moreover, based on the indications provided, the data can also be used to inform the members of other activities of their interest and include them on corresponding ETF mailing lists, to facilitate the communication between current ETF employees and members regarding expertise and content (such as inviting members to particular activities), and last but not least to allow members to connect with each other.

#### Legal basis *(to be done)*

The legal basis for the processing operations of personal data will be a Director decision laying down the nodus operandi of the network, expected in Q1 2025.

#### Personal data

Personal data concern name, surname, e-mail account, interested activities, thematic expertise.

Provision of these data is mandatory for being part of the network.

Personal data may also be collected and processed for the following other purposes, on a consent basis:

1. To **receive information and invitations** for activities according to the interest/thematic expertise indicated

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<sup>1</sup> acting role until Q1 2025 is performed by the Knowledge Hub for Skills and Jobs unit

2. **For sharing with other members of the network**, the member can choose to share this information by ticking the corresponding box on the form.

### **Recipients of the personal data**

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

- *Staff in PAT unit*
- *If applicable, staff organising content/expertise activities*

### **Further information**

#### **Data retention**

Data collected will be retained until a member indicates to withdraw from the network.

#### **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 People and Talent unit – Knowledge manage function, email [ETF\\_Alumni\\_Network@etf.europa.eu](mailto:ETF_Alumni_Network@etf.europa.eu), giving details of the request.

#### **Right to withdraw consent** *(if applicable)*

Any request to withdraw consent to the processing of personal data shall be addressed in writing to the People and Talent unit – Knowledge manage function, email [ETF\\_Alumni\\_Network@etf.europa.eu](mailto:ETF_Alumni_Network@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](mailto:DataProtectionOfficer@etf.europa.eu)) or to the European Data Protection Supervisor ([edps@edps.europa.eu](mailto:edps@edps.europa.eu)).