



European Committee  
of the Regions

## DATA PROTECTION NOTICE

### 'Legislative footprint' accompanying CoR opinions or reports

#### 1. Introduction

The European Committee of the Regions (CoR) is committed to respecting and protecting your personal data in accordance with [Regulation \(EU\) 2018/1725](#).

Based on your explicit consent, your personal data may be collected and processed by a rapporteur charged with the elaboration of an opinion or report when drawing up a 'legislative footprint', that lists for transparency reasons organisations and individuals from whom the rapporteur has received input for the opinion or report and that will be included to the file related to the opinion or report in the CoR archives.

#### 2. Who is the responsible for the processing operation?

The European Committee of the Regions (CoR) is the controller for the processing of these personal data.

The delegated controller is the secretariat of the concerned commission of CoR (Directorate B or C) in charge of the preparation of the opinion or report, under the exclusive responsibility of the concerned rapporteur.

The responsible service for horizontal coordination and contact point is the OneStopShop within unit A1 – Services to Members [OneStopShop@cor.europa.eu](mailto:OneStopShop@cor.europa.eu) that refers any request to the concerned delegated controller.

#### 3. What is the purpose of the processing operation?

On 4 July 2023, the CoR Bureau adopted Regulation n° 6/2023 on transparency measures at the CoR in accordance with the Interinstitutional Agreement of 20 May 2021 between the European Parliament, the Council of the European Union and the European Commission on a mandatory transparency register (IIA).

Pursuant to this Regulation, the CoR rapporteurs may, on a voluntary basis, and under their exclusive responsibility, draw up a 'legislative footprint', collecting a non-exhaustive list of organisations and individuals from whom the rapporteur has received input in drawing up the opinion or report.

The case being, the legislative footprint shall be included to the file related to the opinion or report in the CoR archives.

#### 4. What is the legal basis for the processing operation?

The legal basis for the processing operation are:

- Article 5.1.d of Regulation (EU) 2018/1725 (EUDPR), which implies that "the data subject has given consent to the processing of his or her personal data for one or more specific purposes".
- Regulation n. 6/2023 of the CoR Bureau on transparency measures

- Interinstitutional Agreement of 20 May 2021 between the European Parliament, the Council of the European Union and the European Commission on a mandatory transparency register (IIA).

**5. What personal data are processed?**

The "legislative footprint" processes the first and last name of individuals acting in their name and in a self-employed capacity or together with the name of a legal person (organisation, group, association or network), based on their explicit consent.

**6. Who are the recipients or categories of recipients of your personal data?**

a) Within the organisation

Within the CoR, the personal data on interest representatives having provided input to the elaboration of an opinion or report are shared with the CoR staff members assigned to the Commission secretariats working with the designated rapporteurs, with the staff of the CoR Archives department in unit A1 as well as, potentially, with the CoR staff members of the OneStopShop within unit A1 (as service responsible for the horizontal coordination of the process on behalf of the controller).

b) Outside the organisation

As the file related to CoR opinions and reports includes public documents in the sense of Regulation (EC) No 1049/2001 of the European Parliament and of the Council of 30 May 2001 regarding public access to European Parliament, Council and Commission documents, the legislative footprint accompanying CoR opinions or reports are accessible to the general public, on request, along with the other documents of the file.

**7. Are your personal data transferred to a third country or international organisation?**

No.

**8. How can you exercise your rights?**

You have the right to access your personal data, to rectify any inaccurate or incomplete personal data, to restrict (under certain conditions) the processing of your personal data, to object to the processing of your data and to request the deletion of your personal data (if processed unlawfully).

Where applicable, you have the right to receive your personal data provided to the controller or to have your personal data transmitted directly to another controller (data portability). You also have the right to withdraw your consent at any time.

You can direct your queries to contacting the service in charge of the horizontal coordination ([OneStopShop@cor.europa.eu](mailto:OneStopShop@cor.europa.eu)), who will liaise with the service in charge of the processing of the personal data. The query will be dealt without undue delay and in any event within one month of receipt of the request. That period may be extended by two further months where necessary.

You have the right of recourse to the European Data Protection Supervisor ([edps@edps.europa.eu](mailto:edps@edps.europa.eu)) if you consider that your rights under the applicable data protection provisions have been infringed as a result of the processing of your personal data by the CoR.

**9. How long is your personal data kept?**

The legislative footprint shall be included into the file related to the opinion or report in the CoR archives. As they relate to the EU legislative process, all documents included in the file of an opinion or report – including the legislative footprint – are as a rule kept for an indefinite period or time. Such open ended transparency allows the citizen, including scientific researchers (be it

for contemporary or historic analytical purposes), to follow the activities and be aware of the potential influence of interest representatives on a given CoR opinion or report. To be noted that, pursuant to the provisions of Council Regulation (EEC, Euratom) 354/83 (last amended by Regulation 496/2015), after 30 years, the CoR transfers its 'historical archives' to the Historical Archives of the European Union (HAEU), located in Florence.

**10. Are the personal data collected used for automated decision-making, including profiling?**

The CoR will not use your personal data to take automated decisions about you. “Automated decisions” are defined as decisions taken without human intervention.

**11. Will your personal data be further processed for a purpose other than that for which data have been obtained?**

Your data will not be further processed for another purpose.

**12. Who can you contact if you have questions or complaints?**

If you have any further questions about the processing of your personal data, please contact the service responsible for horizontal coordination on behalf of the controller: the OneStopShop within unit A1 – Services to Members | [OneStopShop@cor.europa.eu](mailto:OneStopShop@cor.europa.eu).

You can also contact the CoR Data Protection Officer ([data.protection@cor.europa.eu](mailto:data.protection@cor.europa.eu)) and/or the European Data Protection Supervisor ([edps@edps.europa.eu](mailto:edps@edps.europa.eu)) at any time.