

PROTECTION OF YOUR PERSONAL DATA

This privacy statement provides information about the processing and the protection of your personal data.

Processing operation: European Job Days

Data Controller: European Labour Authority, Information and EURES Unit

Record reference: DPR-ELA-2022-0013

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1. Introduction

The European Labour Authority (hereafter 'ELA') is committed to protect your personal data and to respect your privacy. ELA collects and further processes personal data pursuant to [Regulation \(EU\) 2018/1725](#) of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data (repealing Regulation (EC) No 45/2001).

This privacy statement explains the reason for the processing of your personal data, the way we collect, handle and ensure protection of all personal data provided, how that information is used and what rights you have in relation to your personal data. It also specifies the contact details of the responsible Data Controller with whom you may exercise your rights, the Data Protection Officer and the European Data Protection Supervisor.

The information in relation to processing operation European Job Days, which is a platform for virtual (online) and on-site job fairs where employers can publish their company profiles and current job opportunities undertaken by the European Labour Authority, Information and EURES Unit is presented below.

2. Why and how do we process your personal data?

Purpose of the processing operation: European Labour Authority, Information and EURES Unit collects and uses your personal information to match jobseekers from one European country, with employers from another one.

The EOJD website is a platform for virtual (online) and on-site job fairs where employers can publish their company profiles and current job opportunities. Jobseekers can indicate their interest in specific job offers by making their user profile and CV visible for the employers they have selected. In virtual events, presentations can be streamed online and jobseekers, employers, and EURES staff can communicate with each other via live chats. Specific information regarding processing and protection of data submitted in the chats is provided in connection to the chat functionality.

Jobseekers and employers who register for a Job Day event will obtain a user account on the EOJD website for that specific event. Jobseekers can upload their personal profile and a CV to the EOJD website or request that a CV already published on the EURES portal becomes accessible from the EOJD website.

Employers registered on the EOJD website can only see the CVs and other information about a jobseekers if the jobseeker has indicated an interest in that particular employer .

Your data will not be used for an automated decision-making, including profiling.

The modes of processing will be both automated processing and manual processing. About the automated processing a computer/machine will be used in online form/feedback but it does not include profiling.

Jobseeker: create an account, create a profile (with preferred options) upload their Cvs and apply directly for job offers. Possibility to schedule on-line or face to face interviews with employers. Online chat

Employer: create an account, participate into events, publish vacancies, get access to Cvs and organize their own events and interviews.

In case of a new process of personal data, with the data collected from the platform, each employer will be considered as a new Controller and will need to prepare their specific record and privacy statement following the General Data Protection Regulation (GRDP).

3. On what legal ground(s) do we process your personal data

We process your personal data, because, according to Article 5(1)(d) of Regulation (EU) 2018/1725, you have given consent to the processing of your personal data for one or more specific purposes.

We process special categories of personal data, therefore Article 10 of Regulation (EU) 2018/1725 applies. In particular: Data concerning health.

We process your special categories of data indicated in Section 4, because:

(a) you have given explicit consent to the processing of your personal data for one or more specified purposes.

4. Which personal data do we collect and further process?

In order to carry out this processing operation European Labour Authority, Information and EURES Unit collects the following categories of personal data:

Jobseeker:

- Name, preferred language and e-mail address are mandatory for contact purposes. Other information is requested for statistical purposes: gender; nationality; country of residence and education level.

When creating and posting a CV, all information the user has included in the CV will be stored in addition to the personal data already entered in order to create the account.

- Enquiries

The personal information related to the creation of an account for a jobseeker is limited to the data necessary to identify a particular person.

Employer:

A company or undertaking lawfully registered in the European Economic Area or Switzerland that fulfils the criteria established for the participation in a specific event can register for and participate in that European Job Day event, subject to the approval of the organiser of the event. The representative of the company will be requested to provide the company's name, address, size, activity sector and the name, function, telephone number, and e-mail address of a main contact person.

Enquiries

Newsletter:

Name, Surname, Organisation, Type of member (NCO, EURES Member/Partner), country, language and email.

Mutual learning events

Name, Surname, Organisation, Type of member, flight detail and accommodation for reimbursement.

The provision of personal data is not mandatory.

5. How long do we keep your personal data?

The European Labour Authority, Information and EURES Unit only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing, namely **12 weeks**, unless users choose to maintain their account for a longer period (6 months after the event for jobseekers and 12 months for employers).

In practice, when creating a profile, users could choose between:

- Keep their data for 12 weeks after the specific event or
- maintain their account for a longer period (6 months for jobseekers and 12 months for employers).

A renewal for consent will be sent before the deletion of the data. If accepted, the data will be kept for another 6 months in case of the jobseekers or 12 months in case of employers.

The jobseeker and employers will have the possibility to delete/modify their data from the platform at any time.

Reimbursement will be dealt following the process described in the Record “DPR-ELA- 2022-0003 Managing award procedures for procurement and the execution of contracts”.

6. How do we protect and safeguard your personal data?

All personal data in electronic format (e-mails, documents, databases, uploaded batches of data, etc.) are stored either on the servers of the European Labour Authority or of its contractors.

ELA’s contractors are bound by a specific contractual clause for any processing operations of your data on behalf of ELA, and by the confidentiality obligations deriving directly from the General Data Protection Regulation in the EU Member States (‘GDPR’ Regulation (EU) 2016/679.)

In order to protect your personal data, ELA has put in place a number of technical and organisational measures in place. Technical measures include appropriate actions to address online security, risk of data loss, alteration of data or unauthorised access, taking into consideration the risk presented by the processing and the nature of the personal data being processed. Organisational measures include restricting access to the personal data solely to authorised persons with a legitimate need to know for the purposes of this processing operation.

7. Who has access to your personal data and to whom is it disclosed?

Access to your personal data is provided to ELA staff responsible for carrying out this processing operation and to authorised staff according to the “need to know” principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

Information and EURES Unit has no access to jobseekers' profiles. Information and EURES Unit has only access to the contact details of the event organisers and aggregated data related to the event through a specific form.

The external contractor of the Information and EURES Unit will have access to the personal data in order to facilitate the organisation of the event. The data will be deleted 3 months after the event.

All portal users can access contact details of EURES advisers.

Jobseekers and employers can mutually enquire contact details.

Employers can search published jobseekers CVs.

Information on jobseekers' CVs is made available, for display purposes, to EURES Members of the organising and co-organising countries and employers registered, verified by the external contractor acting on behalf of the controller. If these organisations reprocess the CV information obtained, this processing has to be in compliance with Regulation (EU) 2018/1725 and the General Data Protection Regulation (Regulation (EU) 2016/679), and they will be considered independent controllers.

Information on registered jobseekers or employers will not be disclosed to anybody external to the EURES network.

The data stored will not be used for sending out any kind of information to the registered users unless they have explicitly agreed to this apart from messages relating directly to the service, its availability and development, and surveys and the like conducted for evaluation purposes.

Only registered and accepted employers in which a jobseeker has explicitly indicated an interest - through marking an interest in one or several of this employer's job vacancies, or providing the jobseeker's registration code to the employer via the chat tool can view that jobseeker's CV.

Cookies Policy¹.

The controller will transfer your personal data to the following recipients in a third country or to an international organisation in accordance with Regulation (EU) 2018/1725: We will transfer personal data to EEA countries and Switzerland. According to 2000/518/EC: Commission Decision of 26 July 2000 pursuant to Directive 95/46/EC of the European Parliament and of the Council on the adequate protection of personal data provided in Switzerland (notified under document number C(2000) 2304), Switzerland has an adequate level of protection of personal data.

Please note that pursuant to Article 3(13) of the Regulation, public authorities (e.g. Court of Auditors, EU Court of Justice) which may receive personal data in the framework of a particular inquiry in accordance with Union or Member State law shall not be regarded as recipients. The processing of those data by those public authorities shall be in compliance with the applicable data protection rules according to the purposes of the processing.

¹ The website uses cookie technology in line with applicable European legislation. A cookie is a small piece of information sent by a website that is saved on your hard disk by your computer's browser. Every time you visit the website, you will be prompted to accept or refuse cookies. The purpose is to enable the website to remember your preferences (such as user name, language, etc.) for a certain period of time. Cookies can also be used to establish anonymised statistics about the browsing experience on our sites.

The websites mostly use "first-party cookies". These are cookies set and controlled by europeanjobdays.eu, not by any external organisation.

Third-party cookies: Some of our pages display content from external providers, e.g. YouTube. To view this third-party content, you first have to accept their specific terms and conditions. This includes their cookie policies, which we have no control over. We are not responsible for the privacy practices of the providers of this content and cannot guarantee the security of any of your personal information collected, used, or shared there. Your choice will be remembered and saved in a cookie managed by europeanjobdays.eu until you clear cookies stored by your browser

The information we collect will not be given to any third party, except to the extent and for the purpose we may be required to do so by law.

8. What are your rights and how can you exercise them?

You have specific rights as a 'data subject' under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725, in particular the right to access, your personal data and to rectify them in case your personal data are inaccurate or incomplete. Where applicable, you have the right to erase your personal data, to restrict the processing of your personal data, to object to the processing, and the right to data portability.

You have consented to provide your personal data to the European Labour Authority, Information and EURES Unit for the present processing operation. You can withdraw your consent at any time by notifying the Data Controller. The withdrawal will not affect the lawfulness of the processing carried out before you have withdrawn the consent.

You can exercise your rights by contacting the Data Controller, or in case of conflict the Data Protection Officer. If necessary, you can also address the European Data Protection Supervisor. Their contact information is given under Heading 9 below.

Where you wish to exercise your rights in the context of one or several specific processing operations, please provide their description (i.e. their Record reference(s) as specified under Heading 10 below) in your request.

9. Contact information

- The Data Controller

If you would like to exercise your rights under Regulation (EU) 2018/1725, or if you have comments, questions or concerns, or if you would like to submit a complaint regarding the collection and use of your personal data, please feel free to contact the Data Controller:

helpdesk@europeanjobdays.eu.

- The Data Protection Officer (DPO) of ELA

You may contact the Data Protection Officer (data-protection@ela.europa.eu) with regard to issues related to the processing of your personal data under Regulation (EU) 2018/1725.

- The European Data Protection Supervisor (EDPS)

You have the right to have recourse (i.e. you can lodge a complaint) to the European Data Protection Supervisor (edps@edps.europa.eu) if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data by the Data Controller.

10. Where to find more detailed information?

ELA Data Protection Officer (DPO) publishes the register of all processing operations on personal data by ELA, which have been documented and notified to him. You may access the register via the following link: <https://www.ela.europa.eu/en/privacy-policy>.

This specific processing operation has been included in the DPO's public register with the following Record reference: DPR-ELA-2022-0013: European Job Days.