



# Data Protection Notice

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## 2023 TFIS Seminar, 25 and 26 January 2023

The European Banking Authority (EBA) processes your personal data **to organise and manage the 2023 TFIS Seminar which will be held remotely via Microsoft Teams on 25 and 26 of January 2023.** The EBA processes your personal data based on [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, and repealing Regulation (EC) No 45/2001, and Decision No 1247/2002/EC (EUDPR).

The following information is provided as established in Articles 15 and 16 of the EUDPR.

### Who is the controller?

The EBA is the controller with regards to the data processing activities described in this data protection notice.

For more information on the EBA, please consult the EBA website <https://eba.europa.eu>.

### What personal data do we process, for what purpose, who can access it and how long do we keep them?

The 2023 TFIS Seminar is a virtual meeting for which the EBA will use Microsoft Teams. Users must be aware of the fact that the tool runs on external servers and therefore is not appropriate for discussions on sensitive content. Access is possible through computer or mobile device with an internet connection and a web browser or a preinstalled Microsoft Teams application. Participants without internet facilities can join the meeting by phone (fixed line or mobile). No other software installation is required.

The seminar intends to provide the participating banks of the Basel III monitoring exercise with an update on the templates. A Microsoft Teams meeting link will be shared with registered participants for them to join the seminar virtually. The registration link will be sent by EBA to the Task Force on Impact Studies (TFIS) and each NCA will then forward it to the participating banks. Only two participants per bank per session are admitted. Participants must be aware that, by joining the meeting, other participants will be able to see their name. In case of questions, they can use the chat and/or audio-video functions.

The EBA processes the following personal data: name, surname, email address, organisation and

country, for the purposes of handling invitations, requests for registration and participation, reporting on the seminar and follow-ups, such as sharing presentations among participants. Your personal data will also be processed to allow for online audio-video connection to the webinar. Please refer to the [Microsoft Teams privacy data notice](#) for more information on the categories of personal data processed while using Microsoft Teams.

Your contact details can be accessed by the seminar organisation team (Economic Analysis and Impact Assessment (EAIA) Unit and Governance and External Affairs (GEA) Unit, Training Team).

The EBA will also keep an anonymised transcript of the messages in the chat with the purpose of answering pending questions and improving its presentations and training material.

The EBA will keep the event material, including an anonymised transcript of the chat, for ten years.

For more information on Microsoft Teams' data retention, please refer to the [Microsoft Teams privacy data notice](#).

## Why do we process your personal data and under what legal basis?

The processing of your personal data by the EBA for organising this seminar is lawful since it is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the EBA (see Article 5(1)(a) EUDPR).

## Will the processing of your personal data involve any transfer outside the EU?

Your personal data will be processed by the EBA within the EU/EEA and will not leave that territory. For more information on the processing of your personal data by Microsoft Teams, please refer to the [Microsoft Teams privacy data notice](#).

## What are your rights regarding your personal data?

You have the right of access to your personal data and to relevant information concerning how we use it. You have the right to rectify your personal data. Under certain conditions, you have the right to ask that we delete your personal data or restrict its use. You have the right to object to our processing of your personal data, on grounds relating to your particular situation, at any time. We will consider your request, take a decision, and communicate it to you. For more information, please see Articles 14 to 21, 23 and 24 EUDPR.

You can send your request to the EBA by post in a sealed envelope or use our contact form on the EBA website (see section on contact details [below](#)).

## You have the right to lodge a complaint

If you have any remarks or complaints regarding the way we process your personal data, we invite you to contact the EBA DPO (see section on contact details [below](#)).

You have, in any case, the right to lodge a complaint with the European Data Protection Supervisor (EDPS), our supervisory authority for data protection matters: [https://edps.europa.eu/data-protection/our-role-supervisor/complaints\\_en](https://edps.europa.eu/data-protection/our-role-supervisor/complaints_en).

## Contact details for enquiries regarding your personal data

Should you wish to contact the EBA, we encourage you to do so by email: [EBA-OfficeManagement@eba.europa.eu](mailto:EBA-OfficeManagement@eba.europa.eu) by stating in the subject “**Data Protection Enquiry**”.

If you wish to contact the DPO of the EBA personally, you can send an e-mail to [dpo@eba.europa.eu](mailto:dpo@eba.europa.eu) or a letter to the postal address of the EBA marked for the attention of the DPO of the EBA.

The postal address of the EBA is:

DEFENSE 4 – EUROPLAZA  
20 Avenue André Prothin  
CS 30154  
92927 Paris La Défense CEDEX

You can also find contact information on the EBA’s website: <https://eba.europa.eu/contacts>