

Privacy statement – BEREC Office Policy document

Processing of personal data in relation to Public Consultations organized by the BEREC Office on behalf of BEREC

During the public consultations, personal data are collected and processed. Therefore, [Regulation \(EC\) 45/2001](#) on the protection of individuals with regard to the processing of personal data by the European institutions and bodies and on the free movement of such data is applicable. In accordance with Article 11 of the Regulation, the BEREC Office supplies the following information:

1. CONTROLLER

Collection and processing operations are performed under the responsibility of the Head of the Programme Management Unit of the BEREC Office.

2. DESCRIPTION OF PROCESSING OPERATIONS AND RECIPIENTS

The BEREC Office organizes on behalf of BEREC¹ public consultations through notices of public consultations published on the [BEREC website](#). The topics and the number of the public consultations are defined in the BEREC Work Programme adopted yearly by the BEREC Board of Regulators.

The objective of the public consultations is to gather the views of stakeholders and to publish these views on the BEREC website.

BEREC Office collects the views of stakeholders during the period of public consultations which is normally 20 working days of the date of publication of the notice.

The arrangements under which public consultations of draft BEREC documents shall be carried out are defined in the [BEREC procedures for public consultations held by BEREC](#) (BoR (10) 27 final).

The BEREC Office has the mandate to organize public consultations on behalf of BEREC under the Article 16(5) of the [Rules of Procedure](#) of the Board of Regulators (BoR (11) 23).

BEREC is required to carry out public consultations under the Article 17 of the [BEREC Regulation](#) 1211/2009.

3. CATEGORIES OF PERSONAL DATA

Data typically provided by the stakeholders, together with their views, are:

¹ Body of European Regulators for Electronic Communications

- Name;
- Surname;
- Profession;
- Position;
- Postal and e-mail addresses;
- Phone number;
- Fax number.

Stakeholders are requested to send their contributions to the generic e-mail of the BEREC Office Programme Management Unit pm@berec.europa.eu

4. RECIPIENTS OF PERSONAL DATA

Externally, received non-confidential contributions will be published on the BEREC web site, together with the personal data typically provided by the Contributors as specified above (name/surname/profession/position/postal, e-mail addresses/phone number/fax number), unless the contributor objects to publication of his/her personal data. In this case please provide a version of your reply for the website. Contributions having been submitted anonymously will not be published nor will, in principle, its content be taken into account.

Please communicate any objections concerning publication of your personal data to the team responsible for the consultation at pm@berec.europa.eu.

Internally, your e-mail will be stored in the pm@berec.europa.eu mailbox. Your contribution will be transferred for the purpose of its assessment to a dedicated folder located on the BEREC Office shared drive as well as to the BEREC Chair's Office and/or to the relevant BEREC Expert Working Group, in accordance with the responsibility for the topic which is subject to a public consultation. Please note that a non-confidential contribution will be assessed in the form in which it will be published on the Internet. In case of a confidential contribution, all personal data will be removed before the contribution is assessed.

Access to the pm@berec.europa.eu mailbox is restricted to certain staff members of the Programme Management Unit.

5. EXERCISE OF DATA SUBJECT RIGHTS

If you wish to verify which personal data is stored on your behalf by the responsible Controller or to modify, correct or delete your data, or if you have questions regarding the consultation, any information processed in the context of the consultation, or your rights, feel free to contact the team operating under the responsibility of the Controller at pm@berec.europa.eu. Any such request will be dealt with within 5 working days.

6. RETENTION PERIOD

Your personal data will remain in the pm@berec.europa.eu mailbox until the results of public consultations have been completely analysed. They will be removed at the latest within 6 months from the end of the public consultation.

7. RIGHT TO RECOURSE

You have the right to have recourse to the BEREC Office Data Protection Officer (dpo@bereg.europa.eu) if you consider that your rights under the Regulation have been infringed as a result of the processing of your personal data, and to the EDPS at: <https://secure.edps.europa.eu/EDPSWEB/edps/lang/en/EDPS>.