

European Parliament Youth Hub Privacy Statement

The information that follows is based on Articles 15 and 16 of Regulation (EU) 2018/1725 of the European Parliament and the Council of 23 October 2018.

1) Who processes your personal data?

The European Parliament is acting as the controller¹. The entity in charge of controlling your personal data is the Youth Outreach Unit, represented by its Head of Unit. To send a message to the data controller, please use this email address: youth@europarl.europa.eu.

2) What is the purpose of the processing of your personal data?

Your personal data will be processed in order to reply to your queries.

What is the legal basis for the processing?

The legal basis for the processing is Article 5(1)(a) of Regulation (EU) 2018/1725. Article 24 of the Treaty on the Functioning of the European Union states that 'Every citizen of the Union may write to any of the institutions or bodies referred to in this Article or in Article 13 of the Treaty on European Union in one of the languages mentioned in Article 55(1) of the Treaty on European Union and have an answer in the same language'.

3) What personal data is processed?

We will process your email address you choose to communicate with us to reply to your queries. If you share with us additional personal data in your communication they will be processed by the team but by default no additional personal data other than the email is required.

¹ A Controller is the public authority, agency or other body which, alone or jointly with others, determines the purposes and means of the processing of the personal data. The controller is represented by the head of the entity.

4) How will your personal data be processed?

The content of your query will be analysed by the team to provide you with the best answer. If necessary, other services of the institution may be consulted. Your email address will be processed to answer you query

For how long will your personal data be stored?

Your personal data will be stored in the Unit's email archives for the standard email retention period which is three months from the date of receipt, after which it is automatically deleted. The Unit stores personal data during this period of time in order to treat enquiries.

5) Who are the recipients of your personal data?

In order to handle your enquiry efficiently, your message may be transmitted for reply or consultation to any other EP service, Europe Direct or another relevant service of the European Union.

6) Will your personal data be shared with a non-EU country or international organisation?

No, your personal data will not be shared with a non-EU country or international organisation.

7) Are any automated processes² and/or profiling³ used to make decisions which could affect you?

No.

8) If personal data have not been obtained from you, what is their source?

Not applicable.

9) What rights do you have?

- Right of access to your personal data
- Right to rectification of your personal data and, where applicable:
 - Right to erasure of your personal data
 - Right to restriction of processing
 - Right to object to processing
- Right to data portability
- Right to contact the European Parliament's data protection officer at data-protection@europarl.europa.eu
- Right to lodge a complaint with the [European Data Protection Supervisor](mailto:edps@edps.europa.eu) at edps@edps.europa.eu

² Making a decision solely by automated means and without any human involvement.

³ Profiling analyses aspects of an individual's personality, behaviour, interests and habits to make predictions or decisions about them. Used to analyse or predict aspects concerning the data subject's performance at work, economic situation, health, personal preferences or interests, reliability or behaviour, location or movements, etc.