



NOTIFICATION FORM

FOR DATA PROCESSING OPERATIONS

Date of registration: 3.3.2017

Register No: COM10

1. Name of the data processing operation

'NATURE@work' photography competition

2. Data Controller

Programme or Group: COM3

Function: Head of Programme

Contact person: Katja Rosenbohm: katja.rosenbohm@eea.europa.eu

3. Description of the processing operation

3.1. Area of activity in which the processing is carried out

To raise awareness on environmental issues among Europeans, to profile the European Union, the EEA in particular, as a reliable and accessible source of information by strengthening two-way communication with the wider public, and to increase visits to the EEA's information sources (website, social media channels, map viewers, etc.) by new audiences. This will be an online competition where three participants will receive cash prize, one participant will receive a Public's choice award and one participant will receive a Youth Price.

3.2. Modalities for the processing operation

<input checked="" type="checkbox"/> Manual processing	Personal data is processed manually for the purpose of management of the replies.
<input checked="" type="checkbox"/> Automated processing	The participants are requested to send their entries through an online form which is then stored in a database.

3.3. Are the Personal data processed by an entity external to EEA ('processor')

☒ No

4. Lawfulness and purpose of the processing
4.1. Legal basis
The processing operation is necessary for the performance and the support of the numerous tasks carried out by the EEA as mandated by Regulation (EC) No 401/2009 of 23 April 2009 on the EEA and on the Eionet.
4.2. Grounds for lawfulness
<p>The data processing is considered lawful because it is necessary for the performance of tasks carried out in the public interest on the basis of Regulation (EC) 401/2009 (Article 5(a) of Regulation (EC) No 45/2001).</p> <p>Through submission of an application, the data subject unambiguously gives his/her consent to the processing operation (Article 5(d) of Regulation (EC) No 45/2001).</p> <p>There is no restriction under Article 20 of Regulation (EC) No 45/2001 and the data and processing operation do not require prior checking pursuant to Article 27 of that Regulation.</p>
4.3. Purpose of the processing
Management and follow-up of submissions and inform the short-listed participants and the winners; communicate with the winners when the EEA wishes to use the photos in its publications.

5. Features of the processing operation
5.1. Categories of data subjects concerned
Any eligible person with full access to the web that decides to submit an application for entering into the competition.
5.2. Categories of data
<p>Compulsory fields:</p> <ul style="list-style-type: none"> - Name and title - Year of birth - Nationality - Telephone number - Email address - Short title of the photography (not personal data) - A description of the photography (not personal data)

6. Retention practice of personal data
All personal data processed in connection with the competition will be held on record for a short period after the end date of submission for the purpose of ensuring fulfilment of the competition and then deleted, at the latest by 31 October 2019. This retention period is appropriate for the purpose of managing the competition while it is still on-going and afterwards to contact the winners and ask their consent when the EEA wishes to use the photo in its publications.

7. Personal data processed for historical, statistical or scientific purposes *(Please tick whichever is applicable or indicate 'n/a' (not applicable))*

No personal data will be processed and kept for historical, statistical or scientific purposes.

8. Recipients or categories of recipients to whom the data might be disclosed

- Staff of the EEA responsible for the management of the 'NATURE@work' competition
- The name and country of origin of the participants may be shared with the wider public and the media, as well as partners, but only after obtaining the explicit written agreement of the participants concerned. In such case, only the contact details of the winners would be disclosed.

9. Proposed transfer of personal data to third countries or international organisations

☐ Yes

☒ No transfer of personal data to third countries or international organisations, except in the case of prior consent of competition participants

10. Information given to the data subjects

The information is displayed in the privacy policy (<http://www.eea.europa.eu/legal/privacy>) and in the specific privacy statement linked to the submission form on the EEA website.

11. Procedures to enable data subjects to exercise their rights

Data subject may contact the data controller using the e-mail address specified in the specific privacy statement should they wish to have their data rectified or erased.

12. Time limits for blocking and erasure of the different categories of personal data

This is done immediately upon request.

Categories of data	Blocking	Erasure
Any personal data	Usually immediately but at maximum within 2 working days	Usually immediately but at maximum within 2 working days