

## European Social Network (ESN) Data Privacy Statement

This is the privacy statement the European Social Network AISBL (hereinafter referred to as 'ESN').

### About this privacy statement

At ESN, we know how important it is for you to understand how we use your data. This privacy statement outlines what data, how and what for we collect, store, and process your data. We will always be transparent with you about what we do with your personal data.

This statement also details your rights in relation to the personal data you provide to us. If you have any questions about this privacy statement or your rights, please contact us:

European Social Network AISBL  
Avenue des Arts 3-4-5, 8th floor  
1210 Brussels, Belgium  
E-mail: [communications@esn-eu.org](mailto:communications@esn-eu.org)

### 1. What personal data does ESN collect and process about you?

The data that ESN holds and processes covers:

- Title, name, position and organisation
- Contact information (e.g. phone number, email address)
- Areas of expertise and interests
- Payment information (for membership or event bookings)
- Banking details (for payments related to ESN activities)
- Photos taken at ESN events

- Dietary requirements (for event catering purposes)

## 2. How does ESN collect data?

The data ESN holds may come from one of the following:

- Your subscription to ESN news, Conference (ESSC), or Awards (ESSA) updates
- Your registration for an ESN activities or events
- Your membership application
- Your partnership or consultancy application
- Business cards provided to ESN (we will contact you with a sign-up form)
- Your photo taken at ESN events and meetings

## 3. How does ESN use the information collected?

ESN processes the information it collects for various purposes that align with our not-for-profit mission: *'to support the development of effective social policy and social care practice through the exchange of knowledge and expertise.'*

### General Purposes

ESN will hold and process personal data of persons who have subscribed to our news, expressed an interest in our activities, or participated in our activities, for the following purposes:

- Providing information that ESN reasonably believes is relevant to your personal or organisational goals, related to an activity at which you will participate or have expressed an interest in.
- Managing your participation in an ESN activity.

ESN shares the names and organisations of participants at our events only among attendees:

- using your photo taken at ESN event on our website and newsletters

By attending an ESN event we ask for your consent via registration form and give you an option to opt-out.

## **Membership**

In the context of our membership, ESN will process personal data for the purposes of:

- Managing your organisation's membership of ESN, including managing access to ESN Members Area and ESN Member services. This covers both the staff at your organisation and the people covered by your organisation's ESN membership.
- Sending you information we reasonably believe may be of interest to you based on your membership form or the interests you have communicated to us.
- Seeking information from you, your organisation and your views on what priorities and services you would like ESN to provide.

The lawful basis for processing your data is on the basis of your organisation becoming a member of ESN in exchange for ESN membership services, which requires ESN to process personal data.

## **Project implementation**

ESN will hold and process data of persons working with ESN on different projects in order to achieve the shared objectives of the project. ESN will also hold and process data of persons who apply to take part in activities organised by ESN and may need to

share specific details with project and event funders (e.g. the European Commission) if funders request these details from us for reporting purposes.

The lawful basis for processing your data is on the basis of a contractual agreement with ESN for you to become a project partner or consultant.

#### **4. How long will ESN keep your information?**

ESN will retain your personal data only for as long as necessary to fulfil the purposes outlined in this privacy statement.

We have established retention procedures, which are regularly reviewed in light of the reasons for processing your personal data and the legal basis for doing so, as detailed above in section 3. Should you wish to exercise your Right to Be Forgotten, please contact us at: [communications@esn-eu.org](mailto:communications@esn-eu.org). We will ensure that your data is deleted from our database within 30 days of your request.

#### **5. Where is your data stored?**

The data collected by ESN may be transferred to, and stored at, locations outside the EU due to our use of third-party providers for the services we utilise (e.g., database, servers suppliers). By submitting your personal data, you consent to such transfers, storage, and processing. ESN has implemented the necessary measures to ensure that the servers we use are GDPR-compliant, and that your data is handled securely and in accordance with this privacy policy.

#### **6. What rights do you have over your personal data?**

Under the General Data Protection Regulation (GDPR), you have the right to:

- Access personal data we hold about you by making a request
- Request rectification, erasure or restriction of your information where justified
- Object to the processing of your information, where justified
- Request data portability
- Exercise your Right To Be Forgotten

To exercise any of these rights, please contact **ESN Communications Team** using the following contact details:

European Social Network AISBL  
Avenue des Arts 3-4-5, 8th floor  
1210 Brussels, Belgium  
E-mail: [communications@esn-eu.org](mailto:communications@esn-eu.org)  
Subject: GDPR

## **7. How can you manage or change your preferences?**

We want to ensure that all the information we have about you is accurate and up to date. If you find that the personal data we have about you is inaccurate or requires updating (for example, if have changed your name, e-mail address or company), please contact us at [communications@esn-eu.org](mailto:communications@esn-eu.org) so that we can make the necessary corrections.

You can opt in or out of receiving ESN or ESN conference communications during the registration process. Alternatively, you can unsubscribe at any time by clicking the 'Unsubscribe' link in the footer of all ESN communications or by contacting the ESN Communications Team at [communications@esn-eu.org](mailto:communications@esn-eu.org).

**Statement Last Reviewed in Dec-24**