

**FOR PARTICIPANTS OF THE INTERNATIONAL CONFERENCE “STRENGTHENING
ECONOMIC AND FINANCIAL RESILIENCE OF THE EU EASTERN BORDER - SEARCH
FOR STRATEGIC AND COORDINATED ACTIONS”**

INFORMATION NOTICE ON PERSONAL DATA PROCESSING

In accordance with Articles 13 and 14 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation), we hereby provide you with information regarding the processing of your data:

1. **The controller** is the Ministry of Finance of the Republic of Lithuania (legal entity code 288601650, address of registered office Lukiškių str. 2, 01512 Vilnius, tel. (0 5) 239 0000, e-mail finmin@finmin.lt; contact details of the data protection officer (e-mail: dap@finmin.lt).

2. **Purposes of data processing.** The following personal data are processed for the following purposes:

2.1. organisation and administration of the event (administration of registration of participants of the event, necessary communication before the event (sending reminders and other relevant information about the event to the participants), processing of requests, questions of participants and sending answers to participants);

2.2. reaching a wider audience (enabling the widest possible range of interested persons who do not have the opportunity to participate in the event to follow the event) - when the conference or other similar event is webcasted and the recordings of such event are published on the website and/or social media, individuals can follow the event remotely live and/or view it later, at their convenience;

2.3. the effective external communication, the transparency of the activities of the Ministry of Finance, comprehensive public information about the events organised by the Ministry of Finance and the activities thereof – when the event is video and/or audio recorded, photographed.

2.4. for the purpose of organising the conference dinner (sending invitations and administering the selection of dishes). The Ministry of Finance does not collect data on participants' individual dietary needs (e.g. allergies).

3. **Processed data.** Please be informed that we process the following your personal data:

3.1. identification data (first name, last name, title, name of the represented organisation);

3.2. contact details (telephone number, e-mail address);

3.3. in the context of the organisation of the conference dinner – data on selected dishes. For participants, who are sent invitations to the conference dinner, a menu with a list of ingredients is provided, allowing to select a dish. The Ministry of Finance does not collect data on individual dietary needs;

3.4. in remote (real-time) transmission of the event – the image (video streaming shot). During the broadcast, only speakers and moderators on the podium are clearly visible in the video. Other participants of the event, sitting in the room, can be captured only in a fragmented and unclear manner, usually from behind, in the dark, without the possibility of identification. In the video, it maybe possible to briefly see participants moving around the room (e.g. while sitting down or leaving), but these shots are not focused on specific individuals and are not used for identification purposes;

Additional information on the processing of speakers' personal data is provided in the information notice [here](#).

3.5. informing the public about the activities of the Ministry of Finance – photographs and/or video recordings and extracts thereof capturing large groups of persons, without focusing on specific people;

Additional information on the processing of panoramic photographs and/or video recordings can be found in the information notice [here](#).

3.6. communication information.

The Ministry of Finance is not liable for video or audio material recorded, published or publicly shared on the personal initiative of the participants in the event or other persons (including media representatives).

4. Legal basis for the processing of data. The legal basis for the processing of your personal data is Article 6(1)(c) and (e) (the processing of data is carried out in accordance with the requirements of law) of Regulation (EU) 2016/679¹. Basis of legitimate interest (Article 6(1)(f) of Regulation (EU) 2016/679) applies solely for the implementation of the purpose laid down in subparagraph 2.3 of the notice. Participation in the event is voluntary, however, if you decide to participate in the event, then your personal data listed above must be provided, as without them we will not be able to register you to the event and later communicate with you concerning the event.

5. Source of data. Your personal data received from you personally and/or the entity you represent.

6. Recipients of personal data. In the cases and in accordance with the procedure laid down by law, in line with the requirements of Regulation (EU) 2016/679, the recipients of your personal data may be:

6.1. courts, law enforcement and other public authorities only in the case if it necessary for the exercise of the functions assigned to them by law, such as investigations, inspections, supervision or audit;

6.2. data processors contracted to provide the Ministry of Finance with maintenance services for information systems (e.g. Microsoft Outlook) and event organisation services;

6.3. operators and visitors of the website of the Ministry of Finance and social media, where photographs and/or video recordings and extracts thereof capturing large groups of persons are made public for the purpose of informing the public about the activities of the Ministry of Finance, without focusing on specific people;

6.4. various media outlets. Media representatives will process the data in accordance with the requirements of the law to which they are subject.

7. Rights of data subjects. Please be informed that you have the following rights: the right to request access to and rectification or erasure of your personal data where at least one of the grounds laid down in Regulation (EU) 2016/679 applies, the right to restriction of processing where at least one of the grounds laid down in Regulation (EU) 2016/679 applies and the right to object to the processing of personal data where at least one of the grounds laid down in Regulation (EU) 2016/679 applies. You may exercise these rights in accordance with the procedure laid down in the Description of the Procedure for Processing Personal Data and Exercise of Data Subjects' Rights in the Ministry of Finance approved by Minister for Finance Order No 1K-379 of 16 November 2023 on the protection of personal data in the Ministry of Finance of the Republic of Lithuania.

Applications for the exercise of rights must be submitted to the Ministry of Finance in writing (including in electronic format) and it must be possible to identify the person making the application and the data subject. The identity of the data subject is established on the basis of a personal identification document or by electronic means that allow proper identification of the person. If the data subject sends the application by post or courier, a notarised copy of the personal identification document of the data subject must be attached to the application. Where information about a person is sought by his representative, he must submit a document confirming representation or a copy thereof, certified in accordance with the procedure laid down by law.

For the exercise of rights of data subjects, please contact the data protection officer of the Ministry of Finance by e-mail: dap@finmin.lt.

8. Retention period of personal data. Please be informed that your personal data will be erased 7 days after the event. Retention terms may be extended if personal data are used or can be used as evidence or source of information in a pre-trial or other investigation, including an investigation conducted by the State Data Protection Inspectorate, in civil, administrative or criminal proceedings or in other cases established by law. In this case, the personal data may be stored for as long as necessary for these data processing purposes and destroyed immediately when they are no longer needed.

¹ Republic of Lithuania Law on Public Administration, Republic of Lithuania Law on the Provision of Information to the Public

9. **Automated individual decision-making.** Please be informed that these your data will not be used for automated decision-making concerning you, including profiling.

10. **Right to lodge a complaint.** Please be informed that you have the right to lodge a complaint with the State Data Protection Inspectorate and a court against the actions (omission) of the Ministry of Finance, as well to lodge a complaint with a court against the actions (omission) of the State Data Protection Inspectorate.
