



Privacy Notice

Registration form: A Court Open to All

1. Who is responsible for data processing?

The European Court of Human Rights and its Registry (the “Court”, “ECHR” or “we”) are the “data controllers” with respect to the processing of personal data in relation of the registration form for the project “A Court Open to All”, which enables the general public to visit the Human Rights Building on the first Friday afternoon of every month. This means they have the decision-making power concerning the data processing. Processing of your personal data is governed by the [Council of Europe Regulation on the protection of personal data](#) adopted by the Committee of Ministers on 15 June 2022.

2. What data do we process and for what purposes?

We process the personal data you provide in response to the registration form for the project “A Court Open to All”.

For this survey, we need your first name, surname, date of birth, profession, and email. We also ask whether you have ever lodged an application with the European Court of Human Rights or whether you represent an applicant in a pending application, whether you are a person with reduced mobility, and your preferred language for the guided visit. If there are members of your group who are under 18 years of age, we will also require their first name, surname, date of birth, and email address. These data will be used to analyse responses by group of respondents and to facilitate access to the Court's premises on the day of the visit.

We will also process any information you agree to provide when answering the questions.

As part of this event, official photos and/or videos may be taken for communication and promotional purposes. If you do not wish to appear in these photos and/or recordings, please contact us before the start of the event. We will do our utmost to respect your request.

3. What is the legal basis for our processing of your data?

We process your personal data in accordance with the legal instruments and rules of procedure of the Council of Europe in order to carry out the activities necessary for the execution of the Organisation's mandate, and other related operations, including internal administrative functions.

We process the personal data of visitors on the basis of their consent. When submitting information about other persons (accompanying visitors), the primary visitors are responsible for ensuring that those persons (or their legal representatives) have given their consent for us to process their personal data.

The legal basis for the taking and possible use of photos, videos and audio recordings is our legitimate interest in promoting and documenting the event.

4. Who has access to your data?

Only persons within the Court or the Council of Europe who need to analyse your responses will have access to your personal data.

We use the Microsoft Forms data processor to process registrations for the event. You can find information on Microsoft Forms Security and Privacy [here](#).

Photos and/or videos made during the event may be disseminated on the Internet, social networks, or other public communication channels.

5. How do we store your personal data?

Your personal data will be stored electronically on the Council of Europe's servers located in the European Union. We have put in place measures to protect the security of your personal information, including appropriate security measures to prevent your personal information from being accidentally lost, used, or accessed in an unauthorised way, altered or disclosed. These measures include encrypted servers, limited access to any databases only for those people who need it and secure backup of all data.

6. How long will your data be stored?

We will retain survey responses for as long as necessary to complete the final analysis report scheduled in January of each year.

After this date, we will delete your personal data and only retain your year of birth for statistical purposes.

Photos and videos will be kept for as long as necessary for use on public communication channels.

7. What are your data protection rights?

You have the right to:

- request access to your personal information held by us;
- request that we correct incomplete or inaccurate personal information that we hold about you;
- request that we delete or remove your personal information when there is no valid reason for us to keep it;
- object to the processing of your personal information on specific grounds relating to your situation

8. Contacts

If you wish to exercise the above rights, or for any queries, concerns, or requests you may have in connection with the way your data is collected and used, please contact the Council of Europe by:

- submitting your request via the available form: [EUROPEAN COURT OF HUMAN RIGHTS](#)
- sending an email to the Council of Europe's Data Protection Officer (dpo@coe.int).

If you feel that we have not responded satisfactorily to your request and consider that your data protection rights have been infringed as a result of the processing of your personal data, you may lodge a complaint with the Council of Europe Data Protection Commissioner by email (datacommissioner@coe.int).