

PRIVACY NOTICE

ORGANISATION OF INTERNATIONAL EVENTS

This Privacy Notice is addressed to official persons of foreign countries, international organisations or institutions, and the Republic of Lithuania, who participate in meetings, sessions, international conferences, seminars and other events of international parliamentary organisations, and fora/assembly delegations.

DATA MANAGER
(Who manages your data?)

OFFICE OF THE SEIMAS OF THE REPUBLIC OF LITHUANIA
CODE 188605295
Gedimino pr. 53, Vilnius
Tel: +370 5 239 6060 Fax. +370 5 239 6289
E-mail: priim@lrs.lt

Contacts of the Data Protection Officer of the Office of the Seimas:
E-mail: dap@lrs.lt, postal address: Gedimino pr. 53, Vilnius.
Address your letter to the Data Protection Officer of the Office of the Seimas.

PURPOSE
(What is your data used for?)

Your personal data is processed for the purpose of organising meetings, sessions, international conferences, seminars and other events of international parliamentary organisations, fora/assemblies.

**CONDITION FOR LAWFUL
PROCESSING**
(What is the basis for
processing your data?)

We would like to inform you that processing of personal data for the above purposes is carried out in the exercise of official authority vested in the controller (Article 6(1)(e) of the General Data Protection Regulation), as determined by:

— Article 79 of the Statute of the Seimas of the Republic of Lithuania (No I-399 of 17 February 1994), stating that the Office of the Seimas ensures the functioning of the Seimas;

— Point 24 of the Regulation of the Seimas of the Republic of Lithuania (No SV-S-1508 of 4 May 2016), stating that the Heads of the Seimas delegations shall be assisted by the International Relations Unit in organising the activities of the delegations, and point 27, stating that the secretaries of inter-parliamentary relations groups shall assist the head of the group in organising the group's activities;

— Point 6.6 of the Regulations of the Office of the Seimas of the Republic of Lithuania (No 2434 of 7 October 2008), stating that the Office of the Seimas shall ensure the implementation of measures of parliamentary diplomacy, develop relations with parliaments of foreign countries, the European Parliament, and facilitate the work of the Seimas delegations in international parliamentary organisations and assemblies;

— Point 5.9. of the Regulations of the International Relations Unit of the Office of the Seimas of the Republic of Lithuania (approved by Order No 400-IVK-403 of 28 December 2018), stating that the International Relations Unit shall organise meetings, sessions, visits, conferences, seminars or other events linked to the activities of delegations in parliamentary organisations, fora/assemblies;

— Point 5 of the Rules on the access to the buildings of the Seimas of the Republic of Lithuania and the Plenary Chamber of the Seimas (No SV-S-550 of 2 June 2022), stating that visitor groups (5 or more persons) shall enter the building of the Seimas in accordance with the lists of visitors approved by the Members of the Seimas and submitted to the Pass Office of the Dignitary Protection Service at least 24 hours in advance through the Document Management System of the Office of the Seimas (hereinafter referred to as the DMS), indicating the names of the visitors and the name, surname, position, telephone number and e-mail address of the accompanying person.

PERSONAL DATA
(Which of your data is processed?)

GENERAL DATA

Personal identification data: first name, surname, date of birth.
Other data: position, photo, place of stay.

SPECIAL CATEGORIES OF DATA

Data revealing political views.

SOURCE OF DATA
(Where from is your data received?)

We will receive your data directly from you or from the institution or organisation you represent and from publicly available sources.

DATA WILL BE PROVIDED
(To whom will we provide your data?)

RECIPIENTS (third parties)

Parliamentary units contributing to the organisation of meetings of international parliamentary organisations, fora/assemblies delegations, sessions, as well as international conferences, seminars and other events.

DATA PROCESSORS (providing certain services to the Office of the Seimas)

The data will be provided to information technology companies that ensure the support of the information systems of the Office of the Seimas.

THIRD COUNTRIES (all non-EU Member States or non-EEA States)

Data managers (parliamentary assemblies, event organisers) contributing to the organisation of meetings, sessions, international conferences, seminars and other events of international parliamentary organisations, fora/assemblies.

STORAGE PERIOD
(How long will your data be kept?)

In the case of events organised by international parliamentary organisations and fora/assemblies delegations, the data shall be stored for 10 years, and 5 years in the case of other events. This period may be extended if the personal data is used or may be used as evidence or source of information in pre-trial or other investigations, including in investigations conducted by the State Data Protection Inspectorate, in civil, administrative or criminal proceedings or in other cases established by law. In such a case, the personal data may be stored for as long as necessary for these purposes of processing and shall be destroyed immediately when they are no longer necessary.

EXERCISE OF DATA SUBJECTS' RIGHTS
(What rights do you have and how do you exercise them?)

As a data subject, you have the right to apply to the Office of the Seimas regarding questions related to processing of your personal data, i.e. you have the following rights to:

- access to the data;
- correction of mistakes;
- erasure of data;
- restriction of processing;
- objecting to the processing of the data.

Requests for the exercise of rights must be submitted to the Office of the Seimas in writing (including in electronic format), and it must be possible to identify the person who submitted the request and the data subject. The identity of the data subject shall be established by means of an identity document or by electronic means of communication which allow for the correct identification of the person. If the request is sent by the data subject by post or courier, a copy of the personal identity document of the data subject, certified in accordance with the procedure laid down by legal acts, must be attached to the request. An e-mail application must be signed with an electronic signature. Where information on a person is requested by his/her representative, he/she must provide proof of representation and proof of the identity of the representative.

We kindly ask you to contact the Data Protection Officer of the Office of the Seimas as indicated above, regarding the procedure for exercising the rights of data subjects.

SUBMISSION OF COMPLAINTS
(Who can you file a complaint about the action/inaction of the Office of the Seimas to?)

You have the right to complain to the State Data Protection Inspectorate and the court of the action/inaction/ of the Office of the Seimas, in accordance with the procedure laid down by law, as well as to appeal to the court against the action/inaction of the State Data Protection Inspectorate.

Before submitting a complaint to the appropriate institution, we recommend that you contact the Data Protection Officer of the Office of the Seimas as indicated above.

ARE YOU OBLIGED TO PROVIDE DATA?

You may object to the processing of your personal data for the purposes set out above, but by doing so you will not be able to attend meetings, sessions, international conferences, seminars and other events of international parliamentary organisations, fora/assemblies, as well as international conferences, seminars and other events.

AUTOMATED DECISION MAKING/PROFILING

Please be informed that your data will not be used to make decisions about you based on automated data processing, including profiling. Only automated decision-making means that decisions are made by technological means, using respective algorithms, without any human intervention. If your personal aspects are assessed in order to make predictions, even if no decision is made, e.g. if the Office of the Seimas assesses the characteristics of a person (age, gender or nationality) or divides persons into certain categories, this means that the person is subject to profiling.