

# Information notice

## **Recording of distance learning sessions and submission through the Seafire platform of the international section of CEIPI**

All information included into this notice has been registered under the reference **[5605]** by the University of Strasbourg, also called « Unistra ».

Purpose of the processing:

- 1. To allow students to watch for the first time or to review the educational content broadcasted during training sessions**

The following personal data are processed:

- Identity, civil status, identification (**last name, first name, nickname**)
- Biometric data (**Image, voice**)

Data source: **speakers and participants of the training who activate their camera and microphone, mainly the speakers. This will not be mandatory for all participants (administrative staff and participants), but it is strongly recommended.**

Operations which is performed are :

- 1. Recording of the CEIPI international section's remote training sessions held on Zoom, according to the selection of appropriate training courses by the educational and administrative staff of the section ;**
- 2. At the beginning of the recorded sessions, the participants will be informed of this recording ;**
- 3. The recording will include the image captured by the participants' cameras, the audio from the participants' microphones, as well as the content shared on Zoom (training materials and other educational elements) ;**
- 4. The recording will be temporarily stored on the session host's work computer and then uploaded and saved through the CEIPI international section's Seafire ;**
- 5. Content will be deleted at the end of each training cycle.**

Personal data are exclusively made available to:

- 1. The administrative team of the international section of CEIPI**
- 2. The speakers**
- 3. The participants**

Personal data will be stored during: **1 year**

The legal basis of data processing is : **Public-interest mission**

The data processing does it implicate an automatized decision-taken : **No**

A personal data transfer to a country or an organization out of the European Union will be takes place : **No**

You can exercise one or several rights conferred by the regulation on the personal data:

- **Right of access ;**
- **Right of rectification ;**
- **Right of restriction of processing ;**
- **Right of object.**

You can check the website of the CNIL for further information about your rights : <https://www.cnil.fr/fr/mes-demarches/les-droits-pour-maitriser-vos-donnees-personnelles>

In case you want to exercise your rights or for any question about the personal data processing, you can contact the data protection officer : [dpo@unistra.fr](mailto:dpo@unistra.fr)

For more information about this data processing or others within the University of Strasbourg, you can check the data register treatment sheet into the Ernest's space « **Informatique et Libertés – RGPD** », rubric « **Documents de l'espace** » : [https://ernest.unistra.fr/jcms/prdr1\\_12262/fr/espace-informatique-et-libertes-rgpd](https://ernest.unistra.fr/jcms/prdr1_12262/fr/espace-informatique-et-libertes-rgpd)

To serve the needs of the community, services or organization, it will be possible that the University of Strasbourg can process personal data for other finalities. When this will be the case, the University will give data subject over the terms and conditions of those evolutions. This will imply to update all documentation to be in conformity with the legal obligations.

If you consider, after contacting the University of Strasbourg, that your rights are not respected, you can submit a reclamation to the CNIL : <https://www.cnil.fr/fr/cnil-direct/question/adresser-une-reclamation-plainte-la-cnil-queles-conditions-et-comment>