

## **Information on the Processing of Personal Data of Participants in Events Organised under LIFE Integrated Projects (LIFE SIP Vanduo “Integrated water management in Lithuania”, LIFE IP PAF-NATURALIT “Optimizing the management of Natura 2000 network in Lithuania”, LIFE IP EnerLIT “Improving Energy Efficiency in Lithuania”) and LIFE technical assistance projects (“LIFE Programme for Lithuania”, „Preparation of NAT SNaP“ Lithuania)**

Environmental Project Management Agency under the Ministry of Environment of the Republic of Lithuania (EPMA), as the data controller, processes personal data in accordance with 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) (GDPR), as well as other legal acts governing the protection of personal data.

### **1. Data Controller**

The data controller is Environmental Project Management Agency under the Ministry of Environment of the Republic of Lithuania, legal entity code 288779560, address Labdarių str. 3-102, LT-01120 Vilnius, Lithuania, tel. +370 646 02 285, e-mail: [apva@apva.lt](mailto:apva@apva.lt).

Contact details of the Data Protection Officer: e-mail: [dap@apva.lt](mailto:dap@apva.lt), address Labdarių str. 3-102, LT-01120 Vilnius, Lithuania.

Information on the processing of personal data at the EPMA is available at <https://apva.lrv.lt/lt> in the section „Asmens duomenų apsauga“ (“Personal Data Protection”).

### **2. Purposes of Personal Data Processing**

For persons intending to register for / participate in events financed and organised under the projects LIFE SIP Vanduo “Integrated water management in Lithuania”, LIFE IP PAF-NATURALIT “Optimizing the management of Natura 2000 network in Lithuania”, “Improving Energy Efficiency in Lithuania” (LIFE IP EnerLIT), „Preparation of NAT SNaP“ Lithuania (LIFE24-TAE-LT-PrepNature SNaP LT), and “LIFE Programme for Lithuania” (LIFE TA-CAP) (LIFE projects), personal data are processed for the following purposes:

- 2.1. Registration for events and compilation of participants’ lists;
- 2.2. Organisation of events, communication and provision / receipt of information;
- 2.3. Conducting post-event evaluation surveys;
- 2.4. Project implementation reporting (financial audits, etc.) and publicity on the EPMA’s website <https://apva.lrv.lt/lt> , on project websites <https://naturalit.lt>, <https://www.lifeprojektai.lt/>, on the websites of project partners, social media accounts, and other channels;

- 2.5. Fulfilment of legal obligations in accordance with the requirements of the LIFE Programme (financial audits, etc.);
- 2.6. Performance of LIFE project grant agreements.

### **3. Legal Basis for the Processing of Personal Data**

Personal data are processed by the EPMA in the performance of the functions assigned to it under the Procedure for Granting Co-financing to Projects under the LIFE Programme for the Environment and Climate Action, approved by Order No D1-696 of 26 November 2021 of the Minister of Environment of the Republic of Lithuania “On the Approval of the Procedure for Granting Co-financing to Projects under the LIFE Programme for the Environment and Climate Action”, as well as in implementing the LIFE project Grant agreements (No. 101104645 – LIFE22-IPE-LT-LIFE SIP Vanduo, LIFE-IP PAF-NATURALIT No. LIFE16 IPE/LT/016, LIFE20 IPC/LT/000002 – LIFE IP EnerLIT, No.101212801 – LIFE24-TAE-LT-PrepNature SNaP LT, No. SUT-APVA-34(2025)/101234172 – LIFE Programme for Lithuania).

The legal basis for the processing of personal data is the performance of a task carried out in the public interest or in the exercise of official authority vested in the EPMA (Article 6(1)(c) and (e) of the GDPR).

In cases where participants unrelated to the implementation of the project agreement (e.g., members of the public) attend the event, the legal basis for the processing of personal data is the data subject’s consent (Article 6(1)(a) of the GDPR). In such cases where personal data are processed on the basis of consent, you have the right to withdraw your consent at any time (this can be done by e-mail at [apva@apva.lt](mailto:apva@apva.lt)). Withdrawal of consent shall not affect the lawfulness of processing based on consent before its withdrawal.

### **4. Personal Data Processed**

For the purposes of organising the event and substantiating the expenses incurred during the event, the following data may be processed in the event registration form:

- Identification data (name, surname, employer, position);
- Contact data (e-mail address, telephone number);
- Other data provided in the event registration form (e.g., information related to dietary preferences, accommodation needs, etc.).

If an event participant prepares and delivers a presentation during the event, the following personal data will be processed: name, surname, position, the topic of the participant’s presentation and its content.

Personal data of event speakers / lecturers may also be processed for the purposes of the provision of services and payment. In such cases, the following additional data may be processed: contact details (email address, telephone number, address), bank account number, as well as a copy of a document confirming self-employed activity (where the person provides services as a self-employed individual).

If video recording is carried out during the event, the image of event participants (including speakers) will be processed.

When organising the event remotely or in a hybrid format, a video recording may be made and stored on the EPMA’s server and/or on the website <https://www.lifeprojektai.lt>.

Video recordings of remote events are processed for the following purposes: documentation of project activities and reporting and accountability, training and education, quality control, providing access to persons who did not attend the event, and project communication and publicity. Personal data on a publicly accessible website are processed (published) for information and/or publicity purposes for no longer than is necessary to achieve the specific project objective.

For the data processing purposes specified in points 2.4–2.6, the following data may be processed:

- personal data related to the employment of project team members, the calculation of remuneration and business trips; information on remuneration and business trips of employees of project partners implementing the project;
- data contained in the accounting documents of project partners required to substantiate financial reports.

## **5. Sources of Personal Data**

Personal data are collected when representatives of LIFE project partners or event participants provide the data directly in a registration form or by e-mail. Personal data may also be collected during the event itself, for example by including a person who has not registered in the list of participants, or by recording images or audio.

## **6. Recipients of Personal Data**

The EPMA may transfer personal data to:

- competent public authorities, audit bodies or law enforcement authorities in accordance with the requirements laid down in legal acts;
- data processors engaged by the EPMA (e.g., information technology companies, e-mail service providers, event organisation service providers, etc.);
- the European Commission and institutions authorised by it that administer and supervise project implementation and assess the eligibility of project expenditure;
- or the purposes of project publicity, photographs or video recordings taken during the event may be published on the EPMA's website <https://apva.lrv.lt/lt>, on project websites <https://naturalit.lt>, <https://www.lifeprojektai.lt/>, on the websites of project partners, and on social media accounts ("Facebook", "YouTube", "LinkedIn", "Instagram", etc.).

In most cases, personal data are processed within the European Union or the European Economic Area. However, in certain cases they may be transferred outside the European Union or the European Economic Area in compliance with the requirements for transfers of data to third countries.

## **7. Personal Data Retention Period**

Personal data shall be stored for no longer than is necessary for the purposes of implementing project activities and reporting to the European Commission, but for no longer than 10 years after the end of the project, unless a longer period is laid down in legal acts.

Video recordings of remote events shall be stored for the duration of the project and for 10 years after the end of the project in the secure infrastructure of the data controller, with access control and technical security measures in place.

## **8. Rights of Data Subjects**

Requests for the exercise of data subject rights to the EPMA shall be submitted in accordance with the “Rules for the Exercise of Data Subject Rights at the Environmental Project Management Agency of the Ministry of Environment of the Republic of Lithuania”, approved by Order No T1-61 of 11 April 2019 of the Director of the EPMA (version valid as of 01-12-2025), which are published on the EPMA’s website <https://apva.lrv.lt/lt>.

Please note, you have the right to lodge a complaint about the actions (or inaction) of the EPMA with the State Data Protection Inspectorate or a court in accordance with the procedure laid down in legal acts, as well as to appeal to a court against the actions (or inaction) of the State Data Protection Inspectorate.

Before submitting a complaint to the relevant authority, we recommend first contacting the EPMA’s Data Protection Officer using the contact details provided above.

## **9. Automated Decision-Making**

No automated decisions will be taken, and profiling will not be carried out.

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