



EUROPEAN COMMISSION

PROTECTION OF YOUR PERSONAL DATA

This privacy statement provides information about the processing and the protection of your personal data.

Processing operation(s): Coordination, organisation, and management of Business Forum event (including registration and matchmaking activities) in the context of the *EU-Cabo Verde Global Gateway Investment Forum* taking place on June 20, 2025, in Cabo Verde.

Data Controller(s): Delegation of the European Union to Cabo Verde, in cooperation with Cabo Verde Trade Invest.

Record reference: DPR-EC-01063 (Processing of personal data linked to meetings and events).

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1. Introduction

The European Commission is committed to protect your personal data and to respect your privacy. The Commission collects and further processes personal data pursuant to [Regulation \(EU\) 2018/1725](#) of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data.

This privacy statement explains the reason for the processing of your personal data in the context of the EU-Cabo Verde Global Gateway Investment Forum undertaken by the Delegation of the European Union to Cabo Verde, in cooperation with Cabo Verde Trade Invest. It explains the way we collect, handle, and ensure protection of all personal data provided, how that information is used and what rights you have in relation to your personal data. It also specifies the contact details of the responsible Data Controller with whom you may exercise your rights, the Data Protection Officer, and the European Data Protection Supervisor.

The information in relation to the processing of personal data linked to the operation of registering, participating, and matchmaking within the EU-Cabo Verde Global Gateway Investment Forum, supported by the services of the Delegation of the European Union to Cabo Verde above mentioned, is presented below.

2. Why and how do we process your personal data?

Purpose of the processing operation: The Delegation of the European Union to Cabo Verde, under the supervision of the Head of Delegation (hereafter 'Data Controller' or 'the EUD'), in cooperation with Cabo Verde Trade Invest, collects and further processes your personal data to provide you with information about the EU-Cabo Verde Global Gateway Investment Forum (before, during and after) and to process your application for participation in that event.

Specifically, the collection and further processing of personal data is necessary:

- i. For gaining access to and participating in the forum and its activities: The personal data listed under Heading 4 below will be collected by Cabo Verde Trade Invest and its contractor, Ortet Produções / Soldout, entrusted with the event management, for registering for the EU-Cabo Verde Global Gateway Investment Forum, including matchmaking via the Swapcard app. The data will initially be collected by Ortet Produções / Soldout and CVTI, and will be shared with the EU-Africa Business Forum Facility (hereafter 'EABF'), which will manage the Swapcard app. Ortet Produções / Soldout will send out emails to registered participants regarding their participation, including logistics. This entails the management of contact lists for correspondence.
- ii. For *ex ante* promotion purposes: Personal data of speakers as well as moderators will be published on the Cabo Verde Investment Forum and EU-Cabo Verde Global Gateway Investment Forum websites, and on the Forums' social media platforms, managed by CVTI and the EUD, and websites of the European Commission Directorate-General for international partnerships (DG INTPA); hence accessible to third parties.
- iii. To facilitate matchmaking activities between registered participants: Participants will have the option to participate in matchmaking activities, using the Swapcard app, managed by the EABF. If participants decide to share additional personal information during the matchmaking interaction, it will be under their own responsibility.

- iv. For ex post communication and promotion purposes: Live web-streaming and audio-visual recording at the business forum of the speakers, moderators, organisers and participants, as well as photographs of the speakers and panoramic and/or individual photographs of participants and organisers will be taken and published in the context of the business forum. Participants may therefore appear on *panoramic* photographs of the whole event/audience on the website and the social media pages of the business forum. Participants who do not wish to appear on photographs or videos of the event may write to the EUD (DELEGATION-CABO-VERDE@eeas.europa.eu) to ask that their faces be blurred.
- v. To facilitate the exchange of information and documents related to the forum and sharing of information with the other entities (EU member states, Cabo Verde Trade Investment Agency, involved Ministries and local private sector organisations) for communication and match-making purposes, internal overview of events, communicating about future events;
- vi. For follow-up purposes: such as drafting reports and sharing of the list of participants;
- vii. For statistical and analytical purposes: personal data on participant's gender and position might be used to generate key performance indicators.
- viii. For security purposes: IP addresses are automatically collected from anyone who accesses the Business Forum website, for secure functioning and maintenance of the site.

Live web-streaming and audio-visual recording at the event of the speakers, organisers and participants, as well as photographs of the speakers and panoramic photographs of participants and organisers will be taken in the context of the EU-Cabo Verde Global Gateway Investment Forum and published on the websites and social media of CVTI and the European Commission, including INTPA Europa webpage, INTPA Intranet, Facebook, Instagram, etc..

The audience or non-speaker participants are not photographed individually or in groups. They may however appear on panoramic photographs of the whole event/audience.

Participants who do not wish to be part of the above web-streaming and recording/publishing activities and who do not wish to be photographed may not be allowed to physically access the premises of the event but will be able to follow the event online.

Participants have the possibility to object to the processing of their data. If participants who appear on the photos or videos wish to object, they can send an email to DELEGATION-CABO-VERDE@eeas.europa.eu with the subject "OBJECT" and their personal data for further identification, including a description of where they appear, and their faces will be blurred.

Your personal data will not be used for any automated decision-making including profiling UNLESS you have consented to taking part in the B2B matchmaking activity through the Swapcard app managed by the EABF. In that case, your data might be used for an automated decision-making, including profiling, to offer you suitable company profiles to contact.

3. On what legal ground(s) do we process your personal data?

The processing of the personal data is necessary for the performance of a task carried out in the public interest laid down in Union law, in the meaning of Article 5(1)(a) and 5(2) of Regulation (EU) 2018/1725.

Article 4(4) of the Treaty on the Functioning of the European Union¹ (TFEU) provides that the Union shall have competence to carry out activities and conduct a common policy in the area of development cooperation. Article 208 of the TFEU provides that Union development cooperation shall have as its primary objective the eradication of poverty. Moreover, pursuant to Article 21(1) and (2) of the Treaty on the European Union² (TEU), to achieve this objective, the Union shall develop relations and build partnerships with third countries and pursue policies and actions in order to inter alia foster the sustainable economic, social and environmental development of developing countries and encourage the integration of all countries into the world economy. Engaging the private sector from the European Union and partner countries forms part of the European Commission activities to achieve its objectives. It has been an explicit integral part of the development agenda since 2011 and the Agenda for Change, and more recently of the Global Gateway strategy. Within the European Commission, DG INTPA is in charge of the European development policy in the wider framework of international cooperation. Finally, Article 15(1) TFEU foresees that in order to promote good governance and ensure the participation of civil society, the Union's institutions, bodies, offices, and agencies shall conduct their work as openly as possible. Article 11(1) of the TEU stipulates that the institutions shall, by appropriate means, give citizens and representative associations the opportunity to make known and publicly exchange their views in all areas of Union action.

Moreover, pursuant to Article 58(2)(d) of Regulation (EU, Euratom) 2024/2509, the coordination and promotion of awareness on development issues appropriations are implemented by virtue of tasks deriving from the Commission's institutional prerogatives in line with the DG INTPA's political priorities and DG INTPA's communication strategy.

Additionally, you have given your consent (in the meaning of Article 5(1)(d) of Regulation (EU) 2018/1725) to the processing of your personal data for one or more of the specific purposes listed below:

- ☐ sharing and publication of your contact details, picture, and biography prior to your participation in the EU-Cabo Verde Global Gateway Investment Forum (except where those personal data are manifestly made public) for ex-ante promotional purposes, and for introductions during relevant sessions;
- ☐ the recording and publication of your image (as well as videos) and voice on CVTI and EU-Cabo Verde Global Gateway Investment Forum websites and social media, European Commission websites and social media, including INTPA Europa webpage, INTPA Intranet, Facebook, Instagram, etc. in the framework of the Forum communication activities and for promotion purposes;
- ☐ the processing of your personal data (name, position, and email address) relating to your access requirements, for the purpose of facilitating access to the venue;
- ☐ the sharing of the EU-Cabo Verde Global Gateway Investment Forum participants list containing your name and affiliation with other participants for the purpose of future collaboration of certain participants;
- ☐ the processing of your personal data, including contact details, professional details, and biography, for inviting you to future events the data controller may organise;

¹ Consolidated version of the Treaty on the Functioning of the European Union (OJ C 202, 7.6.2016, p. 47).

² Consolidated version of the Treaty on the European Union (OJ C 202, 7.6.2016, p. 13).

- ☐ I consent to the processing of my personal data, including contact details, professional details, and biography, for the purpose of B2B matchmaking, to facilitate potential business and investment opportunities.

If you opt-in, you are giving us your explicit consent under Article 5(1)(d) of Regulation (EU) 2018/1725 to process your personal data for those specific purposes. You can give your consent via a clear affirmative action by ticking the box(es) on the online registration form.

Your consent for these services can be withdrawn at any time. For withdrawing consent that you have provided in order to benefit from other services, please contact the controller of the meeting/event at DELEGATION-CABO-VERDE@eeas.europa.eu.

4. Which personal data do we collect and further process?

The following personal data will be processed:

1. Data collected from all visitors to the *EU-Cabo Verde Global Gateway Investment Forum website* and matchmaking application: online identifiers (IP address and device ID) are collected only for security measures.
2. Data collected from all registered users/participants (mandatory):
 - Email
 - First Name
 - Last Name
 - Title * (Mr./Mrs./Ms./Other)
 - Gender
 - Phone number
 - Company details
4. Personal data collected during the event:
 - Photos
 - Audio-video recordings
5. Personal data collected from moderators and speakers (in addition to the above):
 - Biography
 - Photo
6. Any personal data voluntarily and spontaneously provided by you, regarding:
 - specific access requirements;
 - audio and/or visual material.

5. How long do we keep your personal data?

The Data Controller only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing.

For each of the categories of personal data that is processed, please find below the retention details and the reference to the relevant record of processing:

- All personal data related to the organisation and management of the EU-Cabo Verde Global Gateway Investment Forum (this includes the information given during the registration and matchmaking, before, during or after the event) will be deleted **four years** after the last action in relation to the EU-Cabo Verde Global Gateway Investment Forum.
- Sensitive personal data relating to access requirements will be deleted as soon as they are no longer necessary for the purpose for which they have been collected in the framework of the EU-Cabo Verde Global Gateway Investment Forum , and no later than within **1 month** after the end of the EU-Cabo Verde Global Gateway Investment Forum .
- Recordings from the web-streamed EU-Cabo Verde Global Gateway Investment Forum will be kept for **2 years** EU-Cabo Verde Global Gateway Investment Forum before being deleted. More information is available in the Record of Processing DPR-EC-00306 (Web-streaming of Commission events).
- In case of audio-visual recording of the EU-Cabo Verde Global Gateway Investment Forum, the recordings will be kept for **3 months** after the EU-Cabo Verde Global Gateway Investment Forum before being deleted. More information is available in the Record of Processing DPR-EC-01937 (Audio-visual recording of meetings).
- Personal data shared with the controller for future mailing purposes (e.g., for receiving newsletters or invitations to similar events) are processed in line with the Record of Processing (see DPR-EC-03928.1 on Management of subscriptions to receive information).
- Selected service providers for organisational purposes (such as caterers, travel agents or event management organisations) are contractually bound to process personal data on behalf of and in line with the instructions of the data controller, keep confidential any data they process and protect it from unauthorised access, use and retention.

6. How do we protect and safeguard your personal data?

All personal data in electronic format (e-mails, documents, databases, uploaded batches of data, etc.) are stored *either* on the servers of the European Commission or of its contractors. All processing operations are carried out pursuant to [Commission Decision \(EU, Euratom\) 2017/46](#) of 10 January 2017 on the security of communication and information systems in the European Commission.

The Commission's contractors are bound by a specific contractual clause for any processing operations of your personal data on behalf of the Commission, and by the confidentiality obligations deriving from the General Data Protection Regulation ('GDPR' - [Regulation \(EU\) 2016/679](#)).

Moreover, data will also be stored on the servers of Cabo Verde TradeInvest (and/or on the servers of its own service provider, Ortet Produções) as one of the co-organisers of the event.

In order to protect your personal data, the Commission has put in place a number of technical and organisational measures. Technical measures include appropriate actions to address online security, risk of data loss, alteration of data or unauthorised access, taking into consideration the risk presented by the processing and the nature of the personal data being processed. Organisational measures include restricting access to the personal data solely to authorised persons with a legitimate need to know for the purposes of this processing operation.

7. Who has access to your personal data and to whom is it disclosed?

Access to your personal data is provided to the Commission staff responsible for carrying out this processing operation and to other authorised Commission staff according to the “need to know” principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

Where necessary, we may also share your information with the following entities and service providers for the purposes of organising the EU-Cabo Verde Global Gateway Investment Forum:

Service provider 1 (Commission’ contractor for the matchmaking app): Swapcard, Spaces Bonne Nouvelle, 17 - 21 Rue Saint Fiacre, 75002 Paris, France
E-mail: privacy@swapcard.com

Since the event is organised as a joint effort together with Cabo Verde TradeInvest, Cabo Verde TradeInvest and their own service providers may collect, have access to and process your personal data in accordance with the national data protection law of Cabo Verde.

Service provider 2 (service provider for Cabo Verde Trade Invest): Ortet Produções, with headquarters in Palmarejo Grande, Praia, Cabo Verde.
E-mail: ortetproducoes@gmail.com
Telephone: +2389840414

Moreover, moderators and panel speakers will have access to full name and email address of their respective panel participants only. This is necessary in order for the moderators and panellists to be able to contact each other, as the moderators will prepare the panel together with the panellists. Please note that moderators and panellists may come from non-EU/EEA countries.

The general public will have access to the information displayed on the CVTI, EU-Cabo Verde Global Gateway Investment Forum, and European Commission websites and social media including INTPA Europa webpage, INTPA Intranet, Facebook, Instagram, etc. that are publicly available.

Cookies

Cookies are short text files stored on a user’s device (such as a computer, tablet, or phone) by a website. Cookies are used for the technical functioning of a website (functional cookies) or for gathering statistics (analytical cookies).

The registration for the event takes place on the platform of Ortet Produções. The matchmaking takes place on the Swapcard app managed by EU-Africa Business Forum. The cookies employed by Cabo Verde Trade Invest/the EUD/Ortet Produções on the registrant’s device for that purpose will be covered by the relevant cookie policy, available here:

- Cookies policy of the European Commission: https://commission.europa.eu/cookies-policy_en ;
- Swapcard’s Privacy policy : <https://www.swapcard.com/legal/privacy-policy>;
- Swapcard’s Data safety policy : <https://www.swapcard.com/legal/data-safety>.

Enabling these cookies is not strictly necessary for the website to work but it will provide you with a better browsing experience. You can delete or block these cookies, but if you do that, some features of the meeting/event website may not work as intended.

The cookie-related information is not used to identify data subjects personally and the pattern data is fully under the Commission's control. These cookies are not used for any purpose other than those described here.

Should you wish to opt your personal data out of our anonymised, aggregated statistics, you can do so on our cookies page. In particular, you can control and/or delete those cookies as you wish.

Third party IT tools, including Social Media

We use third party IT tools to inform about and promote the EU-Cabo Verde Global Gateway Investment Forum through widely used communication channels, including the social media. For detailed information about the use of social media by the European Commission, see the Record of Processing DPR-EC-00073 (Social Media Use by the European Commission).

In order to protect your privacy, our use of third-party IT tools to connect to those services does not set cookies when our website pages are loaded on your computer (or other devices), nor are you immediately redirected to those social media or other websites. Only in the event that you click on a button or "play" on a video to watch it, a cookie of the social media company concerned will be installed on your device. If you do not click on any social media buttons or videos, no cookies will be installed on your device by third parties.

In order to view such third-party content on our websites, a message will alert you that you need to accept those third parties' specific Terms and Conditions, including their cookie policies, over which the Commission has no control.

For matchmaking purposes, the Delegation of the European Union to Cabo Verde will use the Swapcard App under the supervision of the EU-Africa Business Forum Platform.

We recommend that users read the relevant privacy policies of *Swapcard* (<https://www.swapcard.com/legal/privacy-policy>) carefully before using them. These explain each company's policy of personal data collection and further processing, their use of data, users' rights and the ways in which users can protect their privacy when using those services.

The use of a third-party IT tool does not in any way imply that the European Commission endorses them or their privacy policies. In the event that one or more third party IT tools are occasionally unavailable, we accept no responsibility for lack of service due to their downtime.

If you decide to take photographs/audio-visual recordings of participants of the EU-Cabo Verde Global Gateway Investment Forum and/or publish them online, you assume full responsibility for these actions. The same applies if you download the photographs that will be posted and publish them on the Internet. The data controller shall not be held accountable for any processing of personal data that you might carry out on your own initiative during or after the event.

International transfers

The controller will transfer your personal data to the following recipients in Cabo Verde in accordance with Regulation (EU) 2018/1725:

- Cabo Verde TradeInvest, an Export Promotion Agency, created by Law-Decree nº 41/2016 on July 29, 2016.

The Data Controller will transfer your personal data based on:

- The derogation provided for in Article 50(1)(d) of Regulation (EU) 2018/1725 'the transfer is necessary for important reasons of public interest';

Moreover, the list of participants will be disseminated among the participants who might be established in non-EU/EEA countries. The data controller will transfer your personal data to these recipients based on the derogation provided for in Article 50(1)(d) of Regulation (EU) 2018/1725: 'the transfer is necessary for important reasons of public interest', and on your explicit consent for sharing the participants list among the participants.

Cabo Verde TradeInvest applies the national Data Protection Law of Cabo Verde (Law 133/V/2001 (as amended by Law 41/VIII/2013, Law 121/IX/2021 of 17 March 2021) and Law 132/V/2001, of 22 January 2001.

Please note that pursuant to Article 3(13) of Regulation (EU) 2018/1725 public authorities (e.g. Court of Auditors, EU Court of Justice) which may receive personal data in the framework of a particular inquiry in accordance with Union or Member State law shall not be regarded as recipients. The further processing of those data by those public authorities shall be in compliance with the applicable data protection rules according to the purposes of the processing.

The information we collect will not be given to any third party, except to the extent and for the purpose we may be required to do so by law.

8. What are your rights and how can you exercise them?

You have specific rights as a 'data subject' under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725, in particular, the right to access your personal data and to rectify them in case your personal data are inaccurate or incomplete. Where applicable, you have the right to erase your personal data, to restrict the processing of your personal data, to object to the processing, and the right to data portability.

You have the right to object to the processing of your personal data, which is lawfully carried out pursuant to Article 5(1)(a) of Regulation (EU) 2018/1725 on grounds relating to your particular situation.

You have consented to provide your personal data to the data controller for the present processing operation. You can withdraw your consent at any time by notifying the data controller at: DELEGATION-CABO-VERDE@eeas.europa.eu. The withdrawal of your consent will not affect the lawfulness of the processing carried out before you have withdrawn the consent.

You can exercise your rights by contacting the data controller, or in case of conflict the Data Protection Officer. If necessary, you can also address the European Data Protection Supervisor. Their contact information is given under Heading 9 below.

Where you wish to exercise your rights in the context of one or several specific processing operations, please provide their description (i.e. their Record reference(s) as specified under Heading 10 below) in your request.

9. Contact information

- The Data Controller (The Delegation of the European Union to Cabo Verde)

If you would like to exercise your rights under Regulation (EU) 2018/1725, or if you have comments, questions or concerns, or if you would like to submit a complaint regarding the collection and use of your personal data, please feel free to contact the Data Controller at: DELEGATION-CABO-VERDE@eeas.europa.eu.

If you would like to exercise your rights under the data protection law of Cabo Verde concerning your personal data processed by Cabo Verde Trade Invest, please write to: info.cvti@gov.cv.

- **The Data Protection Officer (DPO) of the Commission**

You may contact the Data Protection Officer (DATA-PROTECTION-OFFICER@ec.europa.eu) with regard to issues related to the processing of your personal data under Regulation (EU) 2018/1725.

- **The European Data Protection Supervisor (EDPS)**

You have the right to have recourse (i.e. you can lodge a complaint) to the European Data Protection Supervisor (edps@edps.europa.eu) if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data by the data controller.

10. Where to find more detailed information?

The Commission Data Protection Officer (DPO) publishes the register of all processing operations on personal data by the European Commission, which have been documented and notified to him. You may access the register via the following link: <http://ec.europa.eu/dpo-register>.