

GDPR

The European Communications Office is committed to protecting the privacy of your personal data that we have in our care.

In this book we have assembled some usefull information on how we work with GDPR to safeguard your data.

- [GDPR Account validation](#)

GDPR Account validation

In order to be compliant with the EU General Data Protection Regulation (GDPR), we would like to verify that the personal data about you, that is stored in our systems are correct and that you still wish to have an account with us.

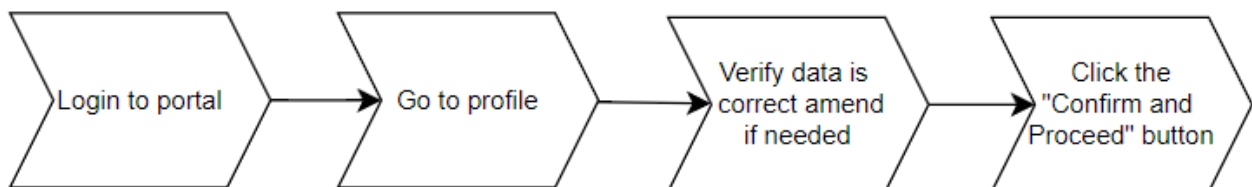
The account validation is an annual process we initiate usual in the first half of the year - in order to be compliant to the General Data Protection regulation article "12-23 Rights of the data subject".

You can always find our current policies on the front page of the CEPT portal - in any case you will receive a copy every year when we launch the account validation and in between if we update the policies.

How to verify

We initiate the process when we email all accounts on the CEPT platform asking to verifying the data we have is correct. The email will inform which time-period the validation is performed.

The process is as follows:



You need to:

1. Login to you account of <https://cept.org>
2. Go to your profile information
3. Check the data is correct, amend if needed
4. Click the "Confirm and Proceed" button to finish

Web address:

Picture:

Recommended width: 100px
Maximum size: 5Mb
Allowed Extensions: .jpg, .jpeg, .gif, .png



When you have verified your data, you will receive an email with a confirmation. **(PLEASE NOTE this mail can be delayed in transit due to high volume when we start the process)**

If you don't want to keep your profile, you can either delete it yourself from the profile page, or you can ask helpdesk@eco.cept.org to initiate the deletion. In any case the profile will be deleted , if you do not Confirm your account data when the validation period expires.

Please note that the "Confirm and Proceed" button is only visible until its clicked or in the time period we run the validation process, after this this button will disappear from your profile page.

Reminders

If you do not perform the validation within 14 days, we will send a reminder, this is the only reminder we will send.

Deletion

When the validation period is over, we will proceed to delete the accounts that have not been verified. No notifications will be sent for this.

Restore a deleted profile

Please be mindful, that it is not possible to recreate a deleted profile, if your account is removed, you will have to create a new profile, and re-apply for membership of relevant groups again.