



PRIVACY STATEMENT

FOR THE PURPOSE OF PROCESSING PERSONAL DATA RELATED TO PUBLIC INFORMATION ACTIVITIES OF THE SPECIALIST CHAMBERS

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1. INTRODUCTION

The Kosovo Specialist Chambers (KSC) is committed to meeting the highest standards when collecting and using personal information. In accordance with Article 34(11) of the Law No 05/L-053 on Specialist Chambers and Specialist Prosecutor's Office, the Data Protection Officer of the KSC shall be guided by EU standards on data protection. This privacy statement tells you what to expect when the KSC collects personal information. It applies to data we collect for KSC outreach activities and events, press releases or newsletter subscriptions, and for the use of that data in its publications and other media activities (including the Internet) for the purpose of presenting the KSC mandate and activities.

2. PURPOSES OF THE PROCESSING OPERATION

The primary purpose is to fulfil the obligation to inform the public about the KSC, its mandate and its activities by means of public information and outreach activities. Other purposes may include the coordination of such activities.

3. DATA PROCESSED

Only data necessary to fulfil the above purposes is used. The personal data that may be processed for these purposes include the following:

- Name;
- Age;
- Contact details;
- Passport number;
- Your enquiry or question;
- Your occupation or course of studies;
- Your signature on consent or release forms;
- Your written submissions, pictures, videos or audio recordings.

Appropriate organisational and technical measures are implemented to maintain the security of personal data and to prevent unauthorised access, alteration, deletion, and disclosure of data.

4. CONTROLLER OF THE PROCESSING OPERATION

The controller determining the purpose and the means of processing activity is the KSC.

5. RECIPIENTS OF DATA

The recipients of your personal data may be:

- Assigned staff members of the Public Information and Communications Unit (PICU);
- Other authorised staff of the KSC;
- Authorised partners and contractors of PICU coordinating video selection and preparation, planning of events, essay competitions and other outreach activities;
- Internal and external auditors.

For specific campaigns, outreach questions may be edited for consistency and shared with the public without attribution via digital, broadcast or print media. Your submitted pictures, videos or audio recordings may also be shared with the public via our digital, broadcast or print media.

Use of social media

The KSC uses social media for publication of content and to provide information to the public in the context of outreach activities. In addition to the KSC webpage, videos may be uploaded to the [KSC YouTube channel](#) and content can appear on Twitter. The use of social media does not in any way imply endorsement of them or their privacy policies. We recommend that you read the [Twitter](#) and [YouTube](#) privacy policies which explain their data processing policy, use of data, users' rights and the way how users can protect their privacy when using these services.

6. PROVISION, ACCESS AND RECTIFICATION OF DATA

You may request access to your personal data and you may request that any inaccurate or incomplete personal data be corrected; you may request deletion of your personal data if the KSC do not have a basis for its retention.

7. BASIS FOR THE PROCESSING OPERATIONS

When individuals subscribe to receive email newsletters and/or press releases of the KSC, we will use the email address they supply to us to provide the service for as long as we have the subscriber's consent. Depending upon the specific outreach event or campaign, the basis of processing your personal data may either be the written consent and release form or because it is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.

8. RETENTION PERIOD FOR STORING DATA

The data will be stored for a limited duration in accordance with the KSC Information Asset retention schedules.

9. CONTACT

In case you have questions or queries related to the processing of your personal data, please contact the Data Protection Officer at dataprotection@scp-ks.org.

10. RECOURSE

After the receipt of a response from the Data Protection Officer, you have at any time the right of recourse by contacting LegalCounsel@scp-ks.org within the Immediate Office of Registrar.