



CONSORTIUM DIPLOMATIQUE EUROPÉEN (CDE)

PERSONAL DATA PRIVACY POLICY

GDPR privacy notice for website visitors, correspondents, members and partners

Organisation	CONSORTIUM DIPLOMATIQUE EUROPÉEN (CDE)
Jurisdiction	The Netherlands / European Union
Website	https://cdeu.eu
Contact	info@cdeu.eu
Last updated	14 June 2026

This document is prepared for publication and operational use by CDE. It should be reviewed periodically and whenever the website, data processing activities, or applicable legal requirements change.



1. Introduction

This Personal Data Privacy Policy explains how CONSORTIUM DIPLOMATIQUE EUROPÉEN (CDE) collects, uses, stores, shares and protects personal data. It applies to personal data processed through the CDE website, contact forms, newsletter subscriptions, correspondence, membership or participation enquiries, document requests, events, cooperation activities and other communications with CDE.

This policy is designed for use under the GDPR and Dutch data protection practice. It replaces older wording that referred to non-Dutch supervisory authorities, fixed access fees, UK-specific transfer language or broad financial-service wording that may not reflect CDE's actual activities.

2. Controller details

The controller for the processing described in this policy is CONSORTIUM DIPLOMATIQUE EUROPÉEN (CDE).

Location: The Hague, The Netherlands

Website: <https://cdeu.eu>

Contact: info@cdeu.eu

If CDE appoints a Data Protection Officer or a dedicated privacy contact in the future, the contact details should be added to this policy.

3. Personal data we may process

Depending on the relationship with CDE and the specific interaction, CDE may process the following categories of personal data:

- Identification and contact data: name, surname, title, organisation, function, address, email address and telephone number.
- Communication data: messages, correspondence, enquiries, requests, feedback and attachments voluntarily provided by the individual.
- Newsletter data: email address, subscription status, subscription date, consent record and unsubscribe status.
- Membership, cooperation or participation data: information submitted in relation to membership, representation, cooperation, partnership, events, programmes, projects or institutional communication.
- Technical data: IP address, browser type, device information, access logs, security logs, language preference, date and time of visit and basic website interaction data.
- Document and request data: records relating to document downloads, requests for information, forms submitted, or administrative follow-up.
- Verification data: identity or authority information only when necessary for a specific lawful purpose, such as verifying a person's authority to represent an organisation or to access restricted information.

CDE does not intentionally collect more personal data than is necessary for the relevant purpose. Sensitive personal data is not requested unless it is necessary and lawful for a specific context and appropriate safeguards are in place.

4. Purposes and legal bases

CDE processes personal data only where there is a lawful basis under the GDPR. The table below describes the main purposes and typical legal bases. The exact legal basis may depend on the specific context.



Purpose	Examples	Typical legal basis
Responding to enquiries	Answering emails, contact form submissions and requests for information.	Legitimate interests or steps prior to an agreement.
Newsletter communications	Sending CDE news, publications, activity updates or announcements to subscribers.	Consent.
Membership and cooperation administration	Managing applications, communications, roles, participation, cooperation or partnership enquiries.	Legitimate interests, contract-related necessity or consent, depending on context.
Website operation and security	Maintaining security logs, preventing abuse, protecting forms and ensuring reliable access.	Legitimate interests and legal obligations.
Events and meetings	Managing registrations, communication, attendance and follow-up.	Legitimate interests, consent or agreement-related necessity.
Legal and regulatory compliance	Keeping records, responding to lawful requests, protecting rights and complying with applicable law.	Legal obligation and legitimate interests.
Document administration	Providing public documents, responding to document requests and keeping administrative records.	Legitimate interests.

5. Newsletter processing

If a person subscribes to the CDE newsletter, CDE will use the email address and related subscription data to send newsletter communications. Newsletter consent is voluntary and can be withdrawn at any time by using the unsubscribe mechanism or by contacting CDE.

CDE should keep a record of consent, including the date and method of subscription, to demonstrate compliance. Newsletter addresses should not be added to the mailing list without a lawful basis.

6. Contact forms and correspondence

Information submitted through a contact form or by email will be used to respond to the enquiry and maintain necessary communication related to that request. CDE may retain correspondence for administrative, legal, security or continuity reasons, but will not retain it longer than necessary.

If a visitor includes unnecessary sensitive personal data in a message, CDE may delete or redact that information where appropriate.

7. Cookies and technical data

CDE may process technical data necessary to operate and secure the website, such as IP addresses, browser information, log entries and language settings. Cookies are explained in the separate Cookie Policy. Non-essential cookies requiring consent should not be placed before consent is given.



8. Recipients and sharing

CDE may share personal data only where necessary and lawful. Recipients may include:

- authorised CDE personnel, representatives or persons acting under CDE's responsibility;
- IT, hosting, website, email and security service providers;
- newsletter service providers, if a newsletter system is used;
- professional advisers such as legal, accounting, compliance or technical advisers;
- public authorities, courts or regulators where required by law;
- partners or cooperating organisations only where necessary for a specific activity and with appropriate safeguards.

CDE does not sell personal data. Personal data should not be shared for unrelated third-party marketing.

9. International transfers

CDE aims to store and process personal data within the European Economic Area where reasonably possible. If personal data is transferred outside the EEA, CDE will use an appropriate GDPR transfer mechanism, such as an adequacy decision, Standard Contractual Clauses, or another lawful safeguard where required.

10. Retention periods

CDE retains personal data only for as long as necessary for the purpose for which it was collected, unless a longer retention period is required or permitted by law. Retention should be periodically reviewed.

Data category	Indicative retention approach
Contact enquiries	Retain as long as necessary to handle the enquiry and reasonable follow-up; delete or archive when no longer required.
Newsletter data	Retain until unsubscribe or withdrawal of consent, plus a limited record needed to document opt-out status.
Membership or cooperation records	Retain for the duration of the relationship and a reasonable period afterwards for administration, legal and continuity purposes.
Website security logs	Retain for a limited security period unless needed for investigation, legal claims or abuse prevention.
Legal and administrative records	Retain according to applicable legal, accounting or governance obligations.

11. Security

CDE uses appropriate technical and organisational measures to protect personal data against unauthorised access, loss, misuse, alteration or disclosure. Measures may include access control, encryption where appropriate, secure hosting, backups, logging, internal confidentiality rules and processor agreements.

No internet transmission is completely secure. CDE will take reasonable steps to protect personal data, but visitors should avoid sending unnecessary sensitive information through ordinary website forms or unencrypted email.



12. Data subject rights

Individuals have rights under the GDPR, subject to conditions and exceptions. These rights include:

- right to receive clear information about processing;
- right of access to personal data;
- right to rectification of inaccurate or incomplete data;
- right to erasure where applicable;
- right to restriction of processing;
- right to data portability where applicable;
- right to object to processing based on legitimate interests or direct marketing;
- right to withdraw consent at any time where processing is based on consent;
- right not to be subject to certain automated decisions where applicable.

CDE may need to verify the identity of the person making a request. Requests will be handled without undue delay and in accordance with GDPR time limits. CDE will not charge a fee for ordinary requests, but may charge a reasonable fee or refuse a request where permitted by law, such as where a request is manifestly unfounded or excessive.

13. Complaints

Individuals are encouraged to contact CDE first at info@cdeu.eu if they have a privacy concern. They also have the right to lodge a complaint with the Dutch supervisory authority, the Autoriteit Persoonsgegevens.

14. Automated decision-making

CDE does not use website visitor data for automated decision-making that produces legal effects or similarly significant effects, unless explicitly stated in a specific notice.

15. Children

The CDE website is not directed at children. CDE does not knowingly collect personal data from children through the website without appropriate legal basis and safeguards.

16. Updates to this policy

CDE may update this Personal Data Privacy Policy to reflect changes in law, guidance, organisational activities, website functionality or processing practices. The latest version should be published on the website.

Contact and document control

Questions about this Personal Data Privacy Policy may be sent to info@cdeu.eu.

Official website: <https://cdeu.eu>

Location: The Hague, The Netherlands

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