



Data privacy policy for alumni of the ECOO European Diploma in Optometry and the European Qualifications in Optics

Policy information

The European Council of Optometry and Optics (“ECOO”) is the European umbrella association representing the interests of optometrists and opticians in Europe. It aims to promote eye health to the public across borders and to harmonise clinical and educational standards of optometric and optical practice throughout Europe. To this end, ECOO developed the European Diploma in Optometry and the European Qualification in Optics, which students can obtain via ECOO accredited university courses¹. Until the end of 2023, the European Diploma in Optometry could also be obtained via independent examinations organised by ECOO’s German member, the Zentralverband der Augenoptiker (ZVA).

This policy relates to the data ECOO receives, stores and processes on people holding the ECOO European Diploma in Optometry or the European Qualification in Optics (Data Subjects: “Alumni”). ECOO takes the data privacy of its Alumni very seriously and complies with the European Union (EU) General Data Protection Regulation (Regulation 2016/679, “GDPR”).

This policy has been prepared by Fabienne Eckert, Secretary General of ECOO, who is in charge of data management within ECOO. It was approved by the Executive Committee of ECOO on 10 May 2018, on which date it became operational. The policy was reviewed in May 2021 and in June 2025. The next review will be by the end of 2028.

Purpose of the policy

The purpose of this policy is to ensure Alumni are fully informed as to the data that ECOO receives, stores and processes on them as well as how it is safeguarded. This policy also clarifies the distinction between:

- the Basic Alumni Database held by ECOO for proof and record of an individual holding the European Diploma in Optometry or the European Qualification in Optics.
- the Alumni Network Database.

Types of data

The type of data held on Alumni is non-sensitive personal data.

- Basic Alumni Database: Full name, date of graduation and institution of graduation.
- Alumni Network Database: in addition to basic alumni database information, the nationality and e-mail is requested.

Lawful basis

The lawful basis of the Basic Alumni Database as per Article 6 of the GDPR is “Legitimate interest” and the data is collected and kept for the following purposes only:

¹ <http://www.ecoo.info/european-diploma/educational-institutions/>



- Prepare the physical Diplomas or Certificates with the person's name
- Keep a record and proof of a person holding the European Diploma in Optometry or the Qualifications in Optics

The lawful basis for the Alumni network database is "Consent", to which Alumni can opt-in by filling-in a dedicated form. Those on the Alumni Network Database can consent to either or both of the following:

- to be added to the ECOO communications distribution list, which could include being contacted by ECOO or the European Academy of Optometry and Optics (EAOO) for the purpose of surveys, questions and updates
- to be added to the alumni mailing list made available to other alumni to allow for an exchange of information.

Alumni may also agree for their name to be listed on the ECOO website under the category "Diplomats of the European Diploma in Optometry".

Policy statement

ECOO commits to:

- Comply with the General Data Protection Regulation (Regulation 2016/679, "GDPR").
- Respect the rights of the individual including to access, rectify/correct, update, restrict or delete its data as foreseen by the lawful basis.
- Not to disclose information contained on the basic alumni and alumni network database to any third parties, in particular for marketing or promotional purposes.
- Have in place a Data Protection Breach Policy which will be used to investigate fully any potential data protection breaches
- Be open and honest with alumni on the data held and processed.
- Safeguard the data held by ECOO

Responsibilities

The Executive Committee composed of the Directors of ECOO have the overall responsibility for ensuring that ECOO complies with its legal obligations. The person responsible for ECOO's data management is Fabienne Eckert, Secretary General of ECOO. She is in charge of briefing the Directors of ECOO on data protection responsibilities, reviewing data protection and policies, handling data subject requests and notification to relevant bodies if applicable.

Security

The Basic Alumni Database and the Alumni Network Database is securely stored in the Secretariat's IT system and is password protected. The database is backed-up and also secured through encryption and password protection.

Data recording

The data is received via the following channels:

- Basic Alumni Database:
 - data received from an accredited University, or



- data received from ECOO's member Zentralverband der Augenoptiker (ZVA), who manages the independent examinations
- Alumni Network Database:
 - data received directly from Alumni via a filled-in form (optional opt-in)

Transparency

ECOO will inform Alumni in case of any changes to this policy or in the way their data is being recorded, kept and safeguarded.

The procedure for Alumni to update, delete (opt-out) or access their data contained in the Alumni Network Database is to notify the Secretary General in writing (electronic means accepted). Please refer to the [Data Subject Access Right Policy and Procedure](#) for further details.

Contact details

Fabienne Eckert
Secretary General
European Council of Optometry and Optics (ECOO)

Winkelbühl 2
6043 Adligenswil, Switzerland

Rond Point Schuman 6, Box 5
1040 Brussels, Belgium

E-mail: secretariat@ecoo.info