

DATA PROTECTION NOTICE

Regarding the processing of personal data in the context of *Ad-hoc* meeting with externals and punctual processing of personal data of external individuals

1. Context and Controller

In the fight against crime Eurojust ensures the option of additional *ad hoc* meetings with stakeholders and external visitors at Eurojust. This includes meetings with practitioners in specific crime areas, study visits or the like where the Casework Unit (CWU) participate. It would also include missions of CWU staff to meetings organized by stakeholders.

On 6 June 2018, the Council of Europe's (CoE) Pompidou Group launched a new online handbook on controlled deliveries. Allowing and supervising illicit or suspect consignments to exit, cross, or enter the territory of one or more States aims to investigate an offence and identify the persons involved in its commission. The handbook is hosted in a dedicated platform that is managed by the CoE (product owner) and is intended to assist judicial and law enforcement authorities in their efforts to respond efficiently to cross-border criminal offences. By providing information to the practitioners in an easily accessible and constantly updated online format, through a national contact point, the handbook helps enhancing the coordinated international response required to effectively tackle cross-border organised crime. Through a punctual processing of personal data, Eurojust conveys the data to the CoE on the external individuals wishing to obtain access to the CoE dedicated website. These external individuals have been appointed by their home authorities in the EU Member States.

The processing of personal data is subject to Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 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, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (hereinafter – Regulation (EU) 2018/1725).

The data controller is the Head of the Operations Department and can be contacted via the email address: operations@eurojust.europa.eu.

For the handbook, the joint controller is the CoE., which can be contacted via the email address: dpo@coe.int

2. What personal information do we collect, for what purpose, under which legal bases and through which technical means?

Types of personal data

The personal data processed refers to members and representatives of the judiciary community (prosecutors, judges, investigative judges) of EU Member States.

In case of *ad hoc* meetings, the processing will be extended to all participants that may include: members and representatives of public administrations, strategic partners or university students.

The personal data processed are as follows: name, surname, function, work address, corporate telephone number, corporate fax and corporate email address. For the purpose of the Handbook, preference is given to functional mailboxes (without personal data). Should this not be possible, only the name, surname, function and email address of the contact person are processed.

Purpose of the processing

The purpose of processing the personal data differs between the two cases.

In the case of *ad hoc* meetings, the purpose of the processing is to keep the contact list of the participants for organisational reasons related to the meeting, in particular sharing of non-operational information (not containing any personal data). The purpose of the processing is hence to collect and manage information necessary to the organization and practical management of the event. The personal data on the participants is received from the platform Events Force used by Eurojust.

The purpose of the punctual processing in the framework of the handbook is to collect data of external individuals wishing to obtain access to the CoE dedicated website.

Legal basis

Processing is necessary for the performance of tasks in the public interest or in the exercise of official authority vested in the Union institution or body (Art. 5 (1) (a) of the Regulation (EU) 2018/1725).

In the case of the handbook, the relevant data will be shared with the CoE, based on your explicit consent (Art. 5 (1) (d) of the Regulation (EU) 2018/1725). Please note that you have the right to withdraw your consent at any time. To do that, please contact the data controller via operations@eurojust.europa.eu and we will do what is technically and organisationally possible to accomplish your request as soon as possible.

Technical means

We collect this information via email from your respective National Desk at Eurojust or from you directly. We will store those data in Eurojust secure ICT environment with restricted access to duly authorised post holders of Eurojust on the need-to-know basis.

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

Only the respective National Desk and duly authorised Eurojust staff members from Casework Unit will have access to the data for the purpose described above and only on the need-to-know basis.

With regard to the organization of the *ad hoc* meetings – and solely for this purpose – duly authorized staff members from Governance Secretariat, Executive Support Team, Budget, Finance & Planning, Security, IM and the Events & Logistics Units will also have access to the data on the need-to-know basis.

When the meeting is co-organised by IAO and/or the Governance Secretariat, these units will have access to the data as recipients on the need-to-know basis. To fulfil the aim of the handbook and to foster international judicial cooperation, the data of the EU Member State contact points, as received from the National Desks, will be shared with the CoE and the respective National Desks on the basis of the explicit consent.



4. How do we protect and safeguard your information?

The information is electronically archived in the Data Management System of Eurojust, a secured network. All IT tools at Eurojust are developed according to a standard set of security and are thoroughly tested accordingly, to ensure robustness and reliability.

5. How long do we keep your personal data?

The data contained in the contact list are regularly reviewed and updated (every six months). As soon as Eurojust is notified about the changes of the position of a person, the data in the list are updated, or if no longer necessary, deleted.

6. How can you verify, modify or delete your information?

You have the right to access, rectify or erase or restrict the processing of your personal data or, where applicable, the right to object to processing or the right to data portability in line with Regulation (EU) 2018/1725. Any such request should be directed to the data controller by using the following email address: operations@eurojust.europa.eu and/or the CoE's Product Manager at dpo@coe.int

7. Contact information

In case of queries regarding the processing of personal data:

Eurojust Data Protection Officer can be contacted via email at dpo@eurojust.europa.eu.

8. Recourse

You have the right of recourse to the European Data Protection Supervisor (EDPS) via email: edps@edps.europa.eu or following the link: (https://edps.europa.eu/data-protection/our-role-supervisor/complaints_en).