



Eurojust record of processing activity

Record of processing personal data activity, based on Article 31 of 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

Part I –Article 31 Record (this part is publicly available)

Nr.	Item	Description
Mailing list of external recipients of the Terrorism Convictions Monitor (TCM)		
1.	Last update of this record	July 2020
2.	Reference number [For tracking, please contact the DP Office for obtaining a reference number.]	CU-07 (July 2020)
3.	Name and contact details of controller [Use functional mailboxes, not personal ones, as far as possible - this saves time when updating records and contributes to business continuity.]	Head of the Casework Unit operations@eurojust.europa.eu
4.	Name and contact details of DPO	dpo@eurojust.europa.eu
5.	Name and contact details of joint controller (where applicable) [If you are jointly responsible with another EUI or another organisation, please indicate so here (e.g. two EUIs with shared medical service). If this is the case, make sure to mention in the description who is in charge of what and whom people can address for their queries.]	n.a.
6.	Name and contact details of processor (where applicable) [If you use a processor (contractor) to process personal data on your behalf, please indicate so (e.g. 360° evaluations, outsourced IT services or pre-employment medical checks).]	Duly authorized staff members within Eurojust's Casework Unit. Contact email: CTTeam@eurojust.europa.eu

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7.	<p>Purpose of the processing</p> <p>[Very concise description of what you intend to achieve; if you do this on a specific legal basis, mention it as well (e.g. staff regulations for selection procedures).]</p>	<p>The purpose of the processing is to keep a mailing list of the external recipients of the TCM in order to be able to send report to them upon their explicit request to receive the report (the TCM contains no personal data).</p>
8.	<p>Description of categories of persons whose data are processed and list of data categories</p> <p>[In case data categories differ between different categories of persons, please explain as well.]</p>	<p>Members and representatives of the judiciary community (prosecutors, judges, investigative judges) of EU Member States and representatives of EU institutions and international organisations.</p> <p>The personal data processed are as follows: name, surname, corporate email address.</p>
9.	<p>Time limit for keeping the data</p> <p>[Indicate your administrative retention period including its starting point; differentiate between categories of persons or data where needed (e.g. in selection procedures: candidates who made it onto the reserve list vs. those who did not).]</p>	<p>The actual subscription procedure does not have a standard length. The personal data of each external recipient of the TCM is kept on the list until (s)he holds the position on the basis of which (s)he requested to receive the report, or until (s)he notifies Eurojust (s)he no longer wishes to receive the report. Currently, this notification is followed up manually. A Data Protection notice will be included at the bottom of the email sent with each issue of the report, which will serve as registration form for new recipients and will provide a possibility to opt out from the subscription.</p> <p>The mailing list is kept in the contacts of the CTT inbox and contains solely the data categories described in point 8 above. The mailing list is regularly reviewed and updated, every 6 months, or whenever an external recipient of the TCM informs Eurojust of any change in this data or of his/her wish to no longer receive the report. Those who no longer wish to receive the report are removed from the mailing list.</p>
10.	<p>Recipients of the data</p> <p>[Who will have access to the data within Eurojust? Who outside Eurojust will have access? Note: no need to mention entities that may have access in the course of a particular investigation (e.g. OLAF, EO, EDPS).]</p>	<p>Only the Chair of the Counter-Terrorism Team at Eurojust.</p>
11.	<p>Are there any transfers of personal data to third countries or international organisations? If so, to which ones and with which safeguards?</p> <p>[E.g. processor in a third country using standard contractual clauses, a third-country public authority you cooperate with based on a treaty. If needed, consult DPO for more information on</p>	<p>No.</p>

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	how to ensure safeguards.]	
12.	<p>General description of security measures, where possible.</p> <p>[Include a general description of your security measures that you could also provide to the public.]</p>	Data will be processed and stored in the Eurojust secure ICT environment, with restricted access only on the need to know basis.
13.	<p>For more information, including how to exercise your rights to access, rectification, object and data portability (where applicable), see the data protection notice:</p> <p>[While publishing the data protection notice is not strictly speaking part of the record, doing so increases transparency and adds no administrative burden, since it already exists.]</p>	When requesting to receive the TCM, the potential recipients provide their contact details to enable Eurojust to (1) assess whether they fall under the categories of recipients of the TCM and (2) send the report to them, upon approval of their request. A Data Protection notice will be included at the bottom of the email sent with each issue of the report, which will serve as registration form for new recipients and will provide a possibility to opt out from the subscription.

DATA PROTECTION NOTICE

Regarding the processing of personal data in the context of The List of external recipients of the Terrorism Convictions Monitor

1. Context and Controller

The Terrorism Convictions Monitor (TCM) provides a regular overview of terrorism-related judgements throughout the EU. Since the launch of the European Judicial Counter-Terrorism Register at Eurojust in September 2019, the TCM has been re-designed to include only information provided to Eurojust by the national authorities of Member States on the basis of [Council Decision 2005/671/JHA](#) on the exchange of information and cooperation concerning terrorist offences and to reinforce the legal analysis of specific issues addressed by courts in the EU.

The general objective of the TCM is to present various aspects of the criminal justice response to terrorism to practitioners across the EU. It facilitates the sharing of experience and lessons learned in adjudicating terrorism cases and thus helps improve the judicial response to terrorism. The TCM is also an element of the feedback Eurojust provides to the information shared by the national authorities of the EU Member States on the basis of Council Decision 2005/671/JHA.

The TCM is produced twice a year and distributed to National Desks and Liaison Prosecutors at Eurojust with the request to forward the report to the national correspondents for terrorism matters for Eurojust in their respective countries. The report is also sent to a limited number of external recipients who specifically requested to receive the report and who fall under the categories of recipients agreed by the College of Eurojust.

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 Casework Unit and can be contacted via the email address operations@eurojust.europa.eu for general inquiries and via CTTeam@eurojust.europa.eu for inquiries related to the processing of personal data referred to in this notice.

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 is from Members and representatives of the judiciary community (prosecutors, judges, investigative judges) of EU Member States and representatives of EU institutions and international organisations. It includes: name, surname and corporate email-address.



Purpose of the processing

The purpose of the processing is to keep a mailing list of the external recipients of the TCM in order to be able to send to the report to them upon their explicit request to receive the report (the TCM contains no personal data).

Legal basis

Processing is in accordance with Art. 5 (1) (d) of the Regulation (EU) 2018/1725) and is based on the consent of the person whose data is being processed.

Please note that you have the right to withdraw your consent at any time. To do that, please contact the data controller via CTTeam@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 from you directly upon your request to receive the TCM. We 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 Chair of the Counter-Terrorism Team at Eurojust and duly authorised Eurojust staff members from the Casework Unit will have access to the data for the purpose described above.

4. How do we protect and safeguard your information?

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 actual subscription procedure does not have a standard length. The personal data of each external recipient of the TCM is kept on the list until (s)he holds the position on the basis of which (s)he requested to receive the report, or until (s)he notifies Eurojust (s)he no longer wishes to receive the report. Currently, this notification is followed up manually. A Data Protection notice will be included at the bottom of the email sent with each issue of the report, which will serve as registration form for new recipients and will provide a possibility to opt out from the subscription.

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: CTTeam@eurojust.europa.eu.

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](https://edps.europa.eu/data-protection/our-role-supervisor/complaints_en)).