



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
JITs Restricted Area website (JITs RA)		
1.	Last update of this record	Regular/ongoing
2.	Reference number [For tracking, please contact the DP Office for obtaining a reference number.]	JITs-02 (June 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 JITs Network Secretariat JITsNetworkSecretariat@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.]	Not applicable
6.	Name and contact details of processor (where applicable) [If you use a processor (contractor) to process personal	Eurojust duly authorised post holders from JITs Network Secretariat

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	data on your behalf, please indicate so (e.g. 360° evaluations, outsourced IT services or pre-employment medical checks).]	
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>JITs RA is a web based platform for National Experts on JITs and practitioners from judicial and law enforcement authorities to communicate with each other and access information on national legislation as well as on most frequent practical and legal difficulties.</p> <p>To ensure that entitled National Experts on JITs/practitioners have access to this platform, their personal data are collected and further processed.</p> <p>This platform is one of the tools developed by the Network of National Experts on JITs and its Secretariat (in cooperation with Eurojust) to facilitate the setting up of Joint Investigation Teams (JITs). In the JITs RA the National Experts on JITs/practitioners have access to the contact details of the (other) National Experts on JITs and various documentation, such as evaluation form, relevant JITs national legislation, conclusions of annual meetings of National Experts on JITs.</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>Categories of persons (upon their request):</p> <ul style="list-style-type: none"> – Appointed National Experts on JITs; on the basis of their consent given in the <i>User Registration Form - National Experts on JITs to request access to the JITs Restricted Area website</i> the JITs Network Secretariat makes their personal information and professional contact details available in the JITs RA in the list of Contact Points for the purpose to allow authorities and practitioners to contact them for JITs related matters; – Institutional contact points (Eurojust, Europol, the European Commission, OLAF, the General Secretariat of the Council and the European Parliament are represented in the Network of National Experts on JITs by one or more representatives that act as institutional contact point(s); – Eurojust members of National Desks and Liaison Prosecutors' Offices, and members of Europol Liaison Bureaux of Member States; – Eurojust and Europol authorized staff involved in support to operational work related to JITs; – European Judicial Network contact points related to JITs; – Judicial and law enforcement practitioners in the EU Member States with relation to JITs; – Contact points appointed by Observer States (i.e. non-EU Member States). The non-EU Member States apply for observer status through the JITs Network Secretariat and

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		<p>the status is granted or denied by Network of National Experts on JITs, based on the Guidelines on the Network of National Experts on JITs. Currently there are no Observer States thus no contact point(s) from non-EU Member States have been appointed.</p> <p>Data categories:</p> <ul style="list-style-type: none"> – Name and surname; – Rank/position; – Professional contact details (email address, telephone number); – Photos from Working Group meetings and Annual Meetings on the basis of participants consent expressed via online registration Eventsforce.
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 personal data are kept until the account in JITs RA is terminated either based on user's request, or based on information provided by the National Authority, i.e. the practitioner/expert left the position/office/national authority to the JITs Network Secretariat. Following the termination of the account, the JITs Network Secretariat deletes the collected data from its records immediately.</p> <p>Photos from Annual and Working Group Meetings are kept for the duration of 3 years.</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>Eurojust:</p> <ul style="list-style-type: none"> – Events and Logistics Unit, Information Management Unit, and Eurojust National Desks in order to carry out their direct tasks; – College Members from the Member State of the practitioner/JITs National Expert requesting access, on strictly need to know basis; <p>Outside Eurojust:</p> <ul style="list-style-type: none"> - All JITs RA users have access to contact details of National Experts on JITs; National Experts on JITs give their consent in the <i>User Registration Form - National Experts on JITs to request access to the JITs Restricted Area website</i> that the JITs Network Secretariat makes their personal information and professional contact details available in the JITs RA in the list of Contact Points for the purpose to allow practitioners to contact them for JITs related matters
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>No personal data are transferred to third countries or organizations.</p> <p>However, contact points appointed by Observer States, i.e. non-EU Member States, that have obtained observer status to be active participants in the Network of National Experts on JITs</p>

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	[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 how to ensure safeguards.]	could have access to the list of National Experts on JITs.
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>	<p>a) Eurojust post holders responsible for administration of JITs RA have security clearances at least at the level “CONFIDENTIAL”;</p> <p>b) All electronic and hard copies of documents including personal data are stored securely in secure system, with limited access to duly authorised Eurojust staff only.</p>
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>	<p><u>Data Protection Notice</u></p>