



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)

No.	Item	Description
EUROMED JUSTICE PROCESSING OF THE PERSONAL DATA OF PARTICIPANTS ATTENDING DIFFERENT EVENTS IN THE CONTEXT OF EUROMED JUSTICE PROGRAMME		
1.	Last update of this record	
2.	Reference number [For tracking, please contact the DP Office for obtaining a reference number.]	CAU-05 (December 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.]	EuroMed Justice Program Coordinator euromed@eurojust.europa.eu Postal address: P.O. Box 16183-2500 BD, The Hague (The Netherlands) Office address: Johan de Wittlaan 9, 2517 JR The Hague (The Netherlands)
4.	Name and contact details of DPO	Eurojust Data Protection Office, reachable via dpo@eurojust.europa.eu
5.	Name and contact details of joint controller (where applicable) [If you are jointly responsible with another EUJ or another organisation, please indicate so here (e.g. two EUJs 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.

No.	Item	Description
6.	<p>Name and contact details of processor (where applicable)</p> <p>[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).]</p>	<p>Staff of the EuroMed Justice Program Management Team (EMJ-PMT) tasked by the Program Coordinator</p>
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>During the implementation phase of the EuroMed Justice programme, several types of meetings will be organised (CrimeEx meetings, Forum of Prosecutor’s General, EMJNet, Conferences, workshops and other events). Participants from EU MSs and third countries will attend these events.</p> <p>The events will be organised online or face to face, depending on several factors to be assessed by the PMT.</p> <p>Prior to these meetings, the programme team will collect and process personal data of the participants attending these meetings, in order to organise the meetings. List of participants can be drafted and circulated with the participants following the meetings, with their prior consent.</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: participants attending EuroMed Justice meetings (online and face to face).</p> <p>Categories of data: title, last name, first name, organisation, function, email, phone, city and country.</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>Data will be kept until the conclusion of the EuroMed Justice Programme (March 2023 – subject to extension).</p>

No.	Item	Description
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>	EuroMed Justice Program Management Team tasked for this purpose by the Program Coordinator.
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 how to ensure safeguards.]</p>	<p>Some of the participants in these meetings are from third countries, thus, transfer of certain data (list of participants) to parties outside of the EU/EEA may take place. In such cases, Chapter V of Regulation (EU) 2018/1725 in relation of personal data to third countries or international organisations applies. Eurojust will request the prior explicit consent of the data subjects concerned, in line with Article 50(1)(a) of Regulation (EU) 2018/1725.</p> <p>The registration form will be designed in such a way to allow consent/ refuse for being included in the list of participants and data being shared with the other participants.</p>
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 is processed and stored in the Eurojust secure ICT environment.
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>	Data protection notice