



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
Eurojust post holders information in EU Who is Who database of the Publications Office		
1.	Last update of this record	
2.	Reference number [For tracking, please contact the DP Office for obtaining a reference number.]	CCU-09
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 Corporate Communications Unit dp_comms@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	The EU Who is Who database is managed by the Publications Office of the European Union, which is an interinstitutional body of the EU. The processing will be done on the basis of the SLA concluded between Eurojust

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	data on your behalf, please indicate so (e.g. 360° evaluations, outsourced IT services or pre-employment medical checks).]	and the Publications Office of the EU, signed on 14/10/2021. Their data protection notice is here: https://op.europa.eu/en/web/about-us/legal-notice/op_whoiswho
7.	Purpose of the processing [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).]	The EU Whoiswho is an electronic directory which presents the organisational charts of the EU institutions, bodies and agencies in all official EU languages. Eurojust has a vested interest in publishing correct information on the members of the high level management in this database, as it is frequently used by other EU institutions and agencies to find out whom to contact. Record of processing of the Publications Office: https://ec.europa.eu/dpo-register/detail/DPR-EC-00447
8.	Description of categories of persons whose data are processed and list of data categories [In case data categories differ between different categories of persons, please explain as well.]	The following will be published <ul style="list-style-type: none"> • Names • (Eurojust) job titles • and if requested by the post holder, contact information (work email, work phone number) of: <ul style="list-style-type: none"> • The President • The Vice-Presidents • The Administrative Director • Heads of Departments • Spokesperson • other Eurojust post holders only if they request it. The name and job title is the minimum relevant information. The post holders selected for appearing in the database are the highest level management of Eurojust, or dealing with external communication.
9.	Time limit for keeping the data [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).]	The data will be retained by the Publications Office until a replacement or deletion is requested by Eurojust or if the Service Level Agreement between Eurojust and the Publications Office is terminated.
10.	Recipients of the data [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	The information is published on the EU Who is who website which is public.

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	particular investigation (e.g. OLAF, EO, EDPS).]	
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>Only as part of the publication on a public website.. The data is publicly visible on https://op.europa.eu/en/web/who-is-who. From this site, users can also download extracts of the data in PDF format. The data underlying the EU Whoiswho is stored in a repository called CELLAR and retrieved from there to be displayed in the EU Whoiswho page. The data can also be retrieved by other systems and re-users through public CELLAR application programming interfaces (APIs).</p> <p>The processing is only carried out on servers of the Publications Office. The IT systems of the Publications Office are managed by DIGIT.</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>	<p>The information will be transferred to the Publications Office by secure Eurojust email protected in the secure Eurojust IT environment.</p> <p>The Service Level Agreement also includes security measures to ensure compliance with Regulation 2018/1725.</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>Data protection notice</p> <p>Data protection notice of the Publications Office: https://op.europa.eu/en/web/about-us/legal-notice/op_whoiswho</p> <p>Eurojust Data protection notice https://www.eurojust.europa.eu/document/data-protection-notice-transfer-personal-data-eurojust-post-holders-eu-who-who-database</p>