

DATA PROTECTION NOTICE

Elections for the Eurojust's Staff Committee

As Eurojust collects and further processes personal data, it is subject to Regulation (EU) 2018/1725 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 ('the Regulation').

The following information is provided as per Articles 15 of the Regulation.

1. Context of the processing activity and Controller

The Electoral Committee is the Controller with regard to the data processing activities described in this data protection notice. It may be contacted at the following email address:

eleccomm@eurojust.europa.eu

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

Purpose of the processing

The purpose of the processing of personal data is the organization of the elections for the Staff Committee. More in particular, personal data are processed at the following stages of the election process:

- Distribution of electoral roll to eligible voters by email. Information on the electoral roll contains names and surname of eligible voters. Any staff member who was not included on the electoral roll but considers that he/she meets the criteria above may raise an objection in writing to the Chairperson of the Electoral Committee, in accordance with the procedure described in Article 4 of [Decision 2016-15](#).
- Reception of candidacies. The electoral committee will check all candidatures and reject those who do not fulfil the conditions of article 5 of [Decision 2016-15](#). Following this the electoral committee will publish the list of candidates in the dedicated intranet page.
- Based on the electoral roll, the electoral committee will dispatch invitations to vote via EU Survey by email to all eligible voters that meet the conditions of Article 4 of College Decision 2016-15. EU Survey is a tool that is set up and managed by the European Commission. The elections are carried out in anonymous way. More information are provided in the [EU Survey privacy statement](#).
- Eligible voters will have 5 working days to cast their votes through EU Survey. EU Survey will limit access to those who are on the electoral roll and will only allow eligible electors to vote once. Each voter can vote for a maximum of 3 candidates.
- The electoral committee shall conduct the count of votes received.

Notification of successful candidates to all staff via email in descending order (by number of votes) indicating the name of the successful candidates and number of votes.

Types of personal data

The following **categories of personal data** are processed in the context of the above mentioned processing activity:

Candidates:

- Name and surname;
- Eurojust email address ;
- Photograph of the candidate(s);
- Voluntary data regarding experience relevant to be members of the Staff Committee.

Voters:

- Name and surname;
- Eurojust email address.

Legal basis

A Staff Committee has to be elected in Eurojust in accordance with Article 9 and Article 1 of Annex II to the Staff Regulations and the Decision 2016-15 setting up the Staff Committee.

Technical means

Technical measures include the use of Eurojust email server to send and receive data from and to candidates and voters, and a dedicated Intranet page where the candidates' data as indicated above will be published, and the use of the EU Survey tool to receive and count the votes.

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

- The members of the Electoral Committee have access to personal data of voters and candidates.
- Personal data of candidates, including photographs and information related to their relevant experience, are updated on the relevant Intranet page and they are accessible to Eurojust staff.
- The European Commission in their role of managing the EU Survey tool has access to personal data of voters, as described in the [EU Survey privacy statement](#)

4. How do we protect and safeguard your information?

For the distribution of information regarding the elections and to inform the voters regarding the qualifications of the candidates we will use Eurojust internal emails and intranet. Both systems are protected by Eurojust ICT Security measures to prevent illegitimate accesses and to store data securely.

For the voting and counting of the votes processes, we will use the EU Survey application of the European Commission, which also maintain high security standards for the exchange of data.

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

You have the right to access your personal data and relevant information concerning how we use your personal data. You have the right to request rectification of your personal data. You have the right to ask that we delete your personal data or restrict its use. Where applicable, you have the right to object to our processing of your personal data, on grounds relating to your particular situation. Where applicable, you have the right to your data portability. We will consider your request, take a decision, and communicate it to you. For more information, please see Articles 14 to 21, 23 and 24 of the Regulation. Please note that in some cases restrictions under Article 25 of the Regulation may apply (see College Decision 2020-04 of 15 July 2020 on internal rules concerning restrictions of certain data subjects' rights in relation to the processing of personal data in the framework of activities carried out by Eurojust, available in the Eurojust website [here](#)).

To exercise your rights, please contact elecomm@eurojust.europa.eu

6. How long do we keep your personal data?

For candidates, deletion of personal data received for the purpose of the election will happen at the end of the period to challenge it, in accordance with Decision 2016-15 setting up a Staff Committee.

Names and emails of eligible voters will be kept in the EU Survey tool and in the Electoral Committee functional mailbox; they will be deleted once the period established for challenging the procedure has expired.

The European Commission keeps the data in EU Survey for the time necessary to fulfil the purpose of the survey. Data associated with a user account is deleted after a period of inactivity of 2 years.

7. Contact information

In case of queries regarding the processing of personal data you may also contact the Data Protection Officer of the Eurojust (dpo@eurojust.europa.eu).

8. Recourse

You have the right to lodge a complaint to the European Data Protection Supervisor via the email edps@edps.europa.eu or https://edps.europa.eu/data-protection/our-role-supervisor/complaints_en if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data.