

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
List of Contact Points of the Network for investigation and prosecution of genocide, crimes against humanity and war crimes, pertinent Genocide Network Restricted Area (GNRA) and NGO Atlas- Situation in Ukraine		
1.	Last update of this record	
2.	Reference number [For tracking, please contact the DP Office for obtaining a reference number.]	
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 Genocide Network Secretariat Genocidenetworksecretariat@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

Nr.	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>	N/A
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 Genocide Network Secretariat collects and updates the list of contact points of the Network for investigation and prosecution of genocide, crimes against humanity and war crimes, according to Article 1, para 2, of the Council Decision 2002/494/JHA setting up the Network and Art 48, para 2, of the Regulation 2018/1727 replacing and repealing Art 25a, para 2, of the Council Decision 2009/426/JHA setting up the Secretariat of the Network. The list provides information and contact details on designated experts in Member States available to assist each other and exchange information concerning investigation and prosecution of genocide, crimes against humanity and war crimes.</p> <p>In addition, the Genocide Network Secretariat provides possibility to access Restricted Area (GN RA) - a web platform with practical and legal information on core international crimes. In order to have access to this platform, the contact points request access to the Membership of Restricted Area of the Genocide Network.</p> <p>Finally, the 'NGO Atlas' is meant as a living document, to be completed and updated by the Genocide Network Secretariat on an ongoing basis. It has been compiled for information purposes only. The NGO Atlas is not meant as a public document and will be principally shared with national authorities with the following objectives:</p> <ul style="list-style-type: none"> (i) Establish contact and build an overview of main NGOs pursuing accountability for core international crimes allegedly committed in Ukraine and their various activities; (ii) Provide useful contact points to national authorities (EU Member States and Genocide Network Observers) investigating such crimes.
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>Appointed Contact Points of the Network for investigation and prosecution of genocide, crimes against humanity and war crimes, including from Member States, Observer States and Associates as well NGOs contact points.</p> <p>The data categories for appointed Contact Points are: Name, position, postal address, professional e-mail address, phone number, Fax, IP address, website data, geolocation, and browser-generated information, cookies or other technologies used to track users' activity. These elements are necessary for the Contact Points list and the establishment of a web account and for delivering the</p>

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		<p>services requested (such as the membership of Genocide Network Restricted Area).</p> <p>The data categories for NGOs Contact Points are: Name, position, and professional e-mail 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>Personal data and contact details are retained until the Genocide Network Secretariat is informed of updates or changes.</p> <p>The personal data contained in the</p> <ul style="list-style-type: none"> (i) Contact Points list are regularly reviewed (once per year). As soon as GNS is notified about the changes of the position of a person, the data in the list are updated, or if no longer necessary, deleted. (ii) Restricted Area, the user's activities, including username, IP address and use of the Membership, will be logged purely for administrative and security purposes and retained electronically for a maximum period of one (1) year. (iii) NGO Atlas will be regularly reviewed (once per year at a minimum). As soon as GNS is notified about the changes of the position of a person, the data in the list will be updated, or if no longer necessary, deleted.
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>The list of contact points is published as an official Council document, marked LIMITE.</p> <p>Within Eurojust: authorized staff members of the Genocide Network Secretariat.</p> <p>NGO Atlas will provide useful contact points to national authorities (EU Member States and Genocide Network Observers) investigating core international crimes allegedly committed in Ukraine and is not meant as a public document and will be principally shared with national authorities (Network Members and Observers) / 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 how to ensure safeguards.]</p>	No
12.	<p>General description of security measures, where possible.</p>	An authorized staff member of the Genocide Network Secretariat cross-checks the information provided by the practitioners with national authorities.

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	[Include a general description of your security measures that you could also provide to the public.]	The access to the Restricted Area is password protected and expires after lapse of time. The data is stored in Eurojust secure ICT environment with restricted access to post holders of GNS 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>	<p><i>Data protection notice – please see Disclaimer on the attached Terms and Conditions form)</i></p> <p>Data subjects 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</p> <p>Any such request should be directed to the Controller, by using the following email address: genocidenetworksecretariat@eurojust.europa.eu</p> <p>You may also contact the Data Protection Officer of the Eurojust at: dpo@eurojust.europa.eu.</p>