



EUROPEAN COMMISSION

DIRECTORATE-GENERAL FOR AGRICULTURE AND RURAL DEVELOPMENT

Directorate B. Quality, Research & Innovation, Outreach
B.4, Organics

PROTECTION OF YOUR PERSONAL DATA

This privacy statement provides information about the processing and the protection of your personal data.

Processing operation: OFIS – Organic Farming Information System

Data Controller: Directorate-General for Agriculture and Rural Development / Unit AGRI.B.4, Organics, hereafter AGRI B.4

Record reference: DPR-EC-00327

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1. Introduction

The European Commission (hereafter ‘the Commission’) is committed to protect your personal data and to respect your privacy. The Commission collects and further processes personal data pursuant to [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 (repealing Regulation (EC) No 45/2001).

This privacy statement explains the reason for the processing of your personal data, the way we collect, handle and ensure protection of all personal data provided, how that information is used and what rights you have in relation to your personal data. It also specifies the contact details of the responsible Data Controller with whom you may exercise your rights, the Data Protection Officer and the European Data Protection Supervisor.

The information in relation to processing operation: “OFIS – Organic Farming Information System” undertaken by AGRI B.4 is presented below.

2. Why and how do we process your personal data?

OFIS is an IT system for the treatment of organic farming information.

AGRI B.4 collects and uses your personal information for the proper functioning of OFIS, in particular for providing access to OFIS, which is restricted to the specific group of users. In order to get an access, a potential user has to send a request via AWAI (DPR-EC-00364), which is then presented for an approval of AGRI B.4.

You, as an OFIS users, feed the system with different types of data (e.g. notifications on irregularities, notifications of authorisations for the use of non-organic food ingredients, annual reports and contact details of their institutions, contamination cases...). If you spontaneously provide personal data, that information will be made available to the OFIS (not OFIS INTC) users concerned.

Your personal data will not be used for an automated decision-making including profiling.

3. On what legal ground(s) do we process your personal data?

We process your personal data, because:

(b) processing is necessary for compliance with a legal obligation to which the controller is subject (Art. 5(1)(b) of Regulation (EU) 2018/1725),

as mandated by [Regulation \(EU\) 2018/848](#) of the European Parliament and of the Council of 30 May 2018.

4. Which personal data do we collect and further process?

In order to carry out this processing operation AGRI B.4 collects the following categories of personal data.

For Internal use only (verification purposes), the following personal data of the OFIS users is processed: name of the user, contact and location details of the relevant organisation (e-mail address of the user, name and postal address of the institution – according to the AWAI request form - record DPR-EC-00364).

Additional extraneous data may be spontaneously provided by users.

5. How long do we keep your personal data?

AGRI B.4 only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing, namely for five years after deactivation of a user, in line with Art. 75 of Regulation (EU, Euratom) 2018/1046 and with SEC(2022)400 (“Common Commission-Level Retention List”).

External users are automatically deactivated after 396 days of inactivity, upon a duly justified request from the competent Member State authority / DG Agriculture and Rural Development system owner, or on their own request. Internal users are deactivated if they leave the Directorate-General or are transferred to a post that does not require access to OFIS.

Connection logs are kept for two years.

Storage of data that is provided into the system by the OFIS users (as requested by the EU organic law) should be available for the audit track and supervising activities by the European Commission.

6. How do we protect and safeguard your personal data?

All personal data in electronic format (e-mails, documents, databases, uploaded batches of data, etc.) are stored on the servers of the European Commission. All processing operations are carried out pursuant to the [Commission Decision \(EU, Euratom\) 2017/46](#) of 10 January 2017 on the security of communication and information systems in the European Commission.

In order to protect your personal data, the Commission has put in place a number of technical and organisational measures. Technical measures include appropriate actions to address online security, risk of data loss, alteration of data or unauthorised access, taking into consideration the risk presented by the processing and the nature of the personal data being processed. Organisational measures include restricting access to the personal data solely to authorised persons with a legitimate need to know for the purposes of this processing operation.

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

Access to your personal data is provided to the Commission staff responsible for carrying out this processing operation and to authorised staff according to the “need to know” principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

- Competent staff of Unit B.4 'Organics' of DG AGRI, on a need-to-know basis.
- Application administrators (IT unit of DG AGRI).

The Member States’ competent authorities/ Control Bodies and Control Authorities will have access to the personal data of users belonging to the same entity, as well as any personal data that may be contained in the documents they need to work on.

The information we collect will not be given to any third party, except to the extent and for the purpose we may be required to do so by law.

None of the personal data is made publicly available.

8. What are your rights and how can you exercise them?

You have specific rights as a ‘data subject’ under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725, in particular the right to access, your personal data and to rectify them in case your personal data are inaccurate or incomplete. Where applicable, you have the right to erase your personal data, to restrict the processing of your personal data, to object to the processing, and the right to data portability.

You can exercise your rights by contacting the Data Controller, AGRI B.4, or in case of conflict the Data Protection Officer. If necessary, you can also address the European Data Protection Supervisor. Their contact information is given under Heading 9 below.

Where you wish to exercise your rights in the context of one or several specific processing operations, please provide their description (i.e. their Record reference(s) as specified under Heading 10 below) in your request.

9. Contact information

- The Data Controller

If you would like to exercise your rights under Regulation (EU) 2018/1725, or if you have comments, questions or concerns, or if you would like to submit a complaint regarding the collection and use of your personal data, please feel free to contact the Data Controller AGRI B.4 (AGRI-B4@ec.europa.eu).

- The Data Protection Officer (DPO) of the Commission

You may contact the Data Protection Officer (DATA-PROTECTION-OFFICER@ec.europa.eu) with regard to issues related to the processing of your personal data under Regulation (EU) 2018/1725.

- The European Data Protection Supervisor (EDPS)

You have the right to have recourse (i.e. you can lodge a complaint) to the European Data Protection Supervisor (edps@edps.europa.eu) if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data by the Data Controller.

10. Where to find more detailed information?

The Commission Data Protection Officer (DPO) publishes the register of all processing operations on personal data by the Commission, which have been documented and notified to him. You may access the register via the following link: <http://ec.europa.eu/dpo-register>.

This specific processing operation has been included in the DPO’s public register with the following Record reference: DPR-EC-00327.