

March 2012

**PRIVACY STATEMENT FOR
OLAF CCTV SECURITY SYSTEM
(OLAF DPO-137)**

1. DESCRIPTION OF THE PROCESSING OPERATION

The video security system monitors and records all entrances to and exits from the OLAF premises. This includes emergency exits from the OLAF physical security perimeter within the building, as well as access to physically protected areas e.g. the OLAF document management centre where operational information is handled, stored and archived, and IT technical rooms.

The legal basis for this processing operation is Article 287 of the EC Treaty; Article 17 of the Staff Regulations; Regulation 1073/99 - Recitals 4, 17, 18; Articles 8, 11(1), 12(3); Commission Decision 1999/352: Recitals 4, 5; Article 3; Commission Decision 2001/844/EC, ECSC, Euratom (security provisions); Commission Decision 006/3602/EC concerning security of information systems; Commission's IT security policy (PolSec); and the OLAF CCTV Internal Guidelines.

2. WHAT PERSONAL INFORMATION DO WE COLLECT, FOR WHAT PURPOSE, AND THROUGH WHICH TECHNICAL MEANS?

The video system records any movement detected by the camera, together with time, date and location.

The recorded video is used to facilitate investigations in case of a security incident, and to permit the OLAF Security Officers to monitor in real time entering and exiting of OLAF zones.

Processing of personal data in relation to the OLAF CCTV system must be in accordance with the OLAF CCTV System Internal Guidelines, and with the EDPS prior checking opinion on this processing operation.

3. WHO HAS ACCESS TO YOUR INFORMATION AND TO WHOM IS IT DISCLOSED?

Recorded video are accessible to OLAF Security Officers only. Security guards do not have access to the video. Ad hoc data transfers to DG ADMIN's Directorate Security and IDOC may be made if necessary to allow investigation of security incidents.

4. HOW DO WE PROTECT AND SAFEGUARD YOUR INFORMATION?

In order to protect your personal data, a number of technical and organisational measures have been put in place. Concerning unauthorised access to equipment and data, the OLAF

secure premises, protected by OLAF-specific physical security measures, host all hardware; network firewalls protect the logic perimeter of the OLAF IT infrastructure; and the main computer systems holding the data are security hardened. Administrative measures include the obligation of all personnel having access to the system to be security vetted, and service providers maintaining the equipment and systems to be individually security cleared and to have signed non-disclosure and confidentiality agreements.

5. HOW LONG DO WE KEEP YOUR DATA?

Video recorded inside OLAF premises will be kept for one month.

6. HOW CAN YOU VERIFY, MODIFY OR DELETE YOUR INFORMATION?

You have the right to access the personal data we hold regarding you and to correct and complete them. Upon request and within three months from its receipt, you may obtain a copy of your personal data undergoing processing. Any request for access, rectification, blocking and/or erasing your personal data should be directed to the Controller (olaf-fmb-data-protection@ec.europa.eu). Exemptions under Article 20 (1) (a) and (b) of Regulation 45/2001 may apply.

7. RIGHT OF RECOURSE

You have the right to have recourse to the European Data Protection Supervisor (edps@edps.europa.eu) if you consider that your rights under Regulation 45/2001 have been infringed as a result of the processing of your personal data by OLAF.