

PRIVACY NOTICE FOR THE OLAF WEBMASTER CONTACT FORM

1. DESCRIPTION OF THE PROCESSING OPERATION

The controller of this processing operation in OLAF is the OLAF Spokesperson team.

The webmaster of OLAF receives your messages through the Contact the webmaster-form available on the OLAF website. The aim of the form is to collect your feedback if you encounter technical or content-related issues on the OLAF website. Depending on the nature of your enquiry, the webmaster either replies to your message directly or forwards it to competent OLAF units for them to handle it.

Incoming messages using the contact form on the OLAF website arrive to the Form Tools database from where the webmaster manually retrieves them. Besides the Form Tools database the incoming messages are also stored in the form of excel tables on the OLAF Press Office common drive on the OLAF server.

The processing of your data will not be used for an automated decision making, including profiling.

2. LEGAL BASIS FOR THE PROCESSING

The legal basis for this processing is the Code of good administrative behavior (Commission decision 2000/633/EC –OJ 20.10.2000 L 267/63) and Regulation 883/2013 (O.J. L 248/1 of 18 September 2013). The processing is lawful under Article 5 paragraph 1 a) and d) of Regulation (EU) 2018/1725.

3. CATEGORIES OF PERSONAL DATA COLLECTED

The personal data collected in the webmaster contact-form is your e-mail address. Failure to provide your email address will hinder OLAF from replying to your query.

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

OLAF staff responsible for carrying out this processing operation has access to your personal data. In addition, your data may be transferred to other services within OLAF which will handle your query and reply to it. For technical maintenance competent Commission staff (DG COMM, DG DIGIT) as well as the web contractor might also access the Form Tools database.

5. 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. 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 data being processed. Organisational measures include restricting access to the data to authorised persons with a legitimate need to know for the purposes of this processing operation.

6. HOW LONG DO WE KEEP YOUR DATA?

Your personal data may be retained by OLAF for a maximum of 5 years after reception.

7. WHAT ARE YOUR RIGHTS AND HOW YOU CAN EXERCISE THEM?

You have the right to request access to your personal data, rectification or erasure of the data, or restriction of their processing.

Any request to exercise one of those rights should be directed to the Controller (OLAF-FMB-DATA-PROTECTION@ec.europa.eu). Where you wish to exercise your rights in the context of one or several specific processing operations or files, please provide their description and reference(s) in your request.

8. CONTACT DETAILS OF THE DATA PROTECTION OFFICER

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

9. 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(EU)2018/XX have been infringed as a result of the processing of your personal data by OLAF.