



EUROPEAN COMMISSION

## **PROTECTION OF YOUR PERSONAL DATA**

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

**Processing operation:** Management of “Member States Admin” Contact points as part of the EU Trust Services Dashboard

**Data Controller:** European Commission, Directorate-General for Communications Networks, Content and Technology (DG CNECT), Unit H.4

**Record reference:** DPR-EC-02631

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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 the processing of personal data in the management of "Member States Admin" Contact points as part of the EU Trust Services Dashboard is presented below.

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

Purpose of the processing operation: The European Commission collects your personal information in order to let the Member States manage the national access rights to the EU Trust Services Dashboard: The EU Trust Services Dashboard provides access to various tools that are restricted to the Member States and the access rights related to those tools are managed by a "Member State Admin", which is a special kind of user within the EU Trust Services Dashboard.

The collected personal information includes the EU Login username and email address of the "Member States Admin". For more information on the processing of personal data in relation to EU Login, please have a look at record [DPR-EC-03187](#) Identity & Access Management Service (IAMS).

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

Lawfulness of the processing operation:

We store and publish your personal data because it is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Union institution or body (Article 5(1)(a) of Regulation 2018/1725). The processing operations are necessary pursuant to Article 17(2), Article 31(1), Article 30, Article 30.3(b) and Article 39.2 of the Regulation (EU) No 910/2014 of the European Parliament and of the Council of 23 July 2014 on electronic identification and trust services for electronic transactions in the internal market and repealing Directive 1999/93/EC.



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

Personal data collected are:

- EU Login username of the “Member States Admin”. For more information on the processing of personal data in relation to EU Login, please have a look at record [DPR-EC-03187](#) Identity & Access Management Service (IAMS).
- Email address provided by the “Member States Admin” in order to be contacted by the national bodies.
- Email address of the “Member States Admin”, associated with the EU Login account.

This personal data may be included in the audit logs of the EU Trust Services Dashboard. Actions performed by the “Member States Admin” are, for example, logged together with his/her EU Login username.

#### **5. How long do we keep your personal data?**

Personal data are kept either until the “Member States Admin” is no longer a representative of the Member State, mandated to manage national access rights in the EU Trust Services Dashboard, or until the “Member States Admin” either asks for his/her removal (e.g. the “Member States Admin” can ask for the removal of the email address linked to his/her EU Login account) or he/she removes his/her access himself/herself (e.g. the “Member States Admin” can directly remove the email address he/she provided in order to be contacted by national bodies). Users with “Member States Admin” role are reviewed regularly by the European Commission, around 1<sup>st</sup> of January and 1<sup>st</sup> of June, and removed from the EU Trust Services Dashboard when they are not mandated anymore to manage national access rights in the EU Trust Services Dashboard.

Audit logs, that may contain this data, are deleted three years after their creation.

#### **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 server of a Cloud Service Provider, this server being located in the European Union (in Ireland). 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.

The Commission’s contractors are bound by a specific contractual clause for any processing operations of your data on behalf of the Commission, and by the confidentiality obligations deriving from the transposition of the General Data Protection Regulation in the EU Member States (‘GDPR’ [Regulation \(EU\) 2016/679](#))



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?**

The email address provided by the “Member States Admin” is displayed to national bodies that have received access to the EU Trust Services Dashboard, for those bodies to request additional access rights when relevant.

Alternatively, when no email address is provided by the “Member States Admin”, the email address associated to the EU Login of the “Member States Admin” is displayed.

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

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. Please note that pursuant to Article 3(13) of Regulation (EU) 2018/1725 public authorities (e.g. Court of Auditors, EU Court of Justice) which may receive personal data in the framework of a particular inquiry in accordance with Union or Member State law shall not be regarded as recipients. The further processing of those data by those public authorities shall be in compliance with the applicable data protection rules according to the purposes of the processing.

## **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, rectify or erase your personal data and the right to restrict the processing of your personal data. Where applicable, you also have the right to object to the processing or the right to data portability.

You have the right to object to the processing of your personal data, which is lawfully carried out pursuant to Article 5(1)(a) of Regulation 2018/1725.

You can exercise your rights by contacting the Data Controller, 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, European Commission, DG CNECT, Directorate-General for Communications Networks, Content and Technology, eGovernment and Trust (CNECT.H.4), Unit H4 ([CNECT-H4@ec.europa.eu](mailto:CNECT-H4@ec.europa.eu)).

### - The Data Protection Officer (DPO) of the Commission

You may contact the Data Protection Officer ([DATA-PROTECTION-OFFICER@ec.europa.eu](mailto: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](mailto: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-02631, "Management of contact points for DG CONNECT policies, programmes and projects".