



Data Protection Record Ref. ESGAB Doc. 2024(06)

1. GENERAL INFORMATION

1.1. Data protection record

Record reference: ESGAB 2024(06)

Title of the processing operation: Users of ESGAB products registered via ESGAB website or by electronic mail

Language of the record: English

Corporate record: no

1.2. Status:

Last updated on

16/01/2024

Last updated by

DIDIER LEBRUN (ESTAT)

Created on

16/01/2024

1.3. Data Protection Officer

For internal communications: EC-DPO-INTERNAL@ec.europa.eu

For correspondence with the data subjects: DATA-PROTECTION-OFFICER@ec.europa.eu

Data Protection Coordinator

ESTAT-DATA-PROTECTION-COORDINATOR@ec.europa.eu

1.4. Entity of the Operational Controller (DG. UNIT)

ESTAT.B.2 – ESGAB Secretariat

For correspondence with the data subjects: ESGAB-SECRETARIAT@ec.europa.eu

Record editor(s)

DIDIER LEBRUN (Didier.LEBRUN@ec.europa.eu)

1.5. Other Commission departments involved

Other Commission departments involved in the processing

No

1.6. Joint controllership

N/A

Processors

1.7. Processors are involved in the processing

N/A

1.8. Notes

DPC Notes

N/A

DPO Notes

N/A

1.9. Data subjects and keywords

The data subjects that the record concerns

Citizens

Journalists

Keywords

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2. PURPOSE AND DESCRIPTION OF THE PROCESSING

2.1. Description of the purpose of the processing

The ESGAB (European Statistical Governance Advisory Board) collects and uses your personal information to:

- allow users to be alerted as soon as new ESGAB publications are published on the ESGAB web pages, -

- treat requests for information or to allow users to retrieve past information requests and answers, and
- allow media and institutional users to receive ESGAB press releases and other information.

2.2. Processing for further purposes

The purpose(s) for further processing

N/A

2.3. Modes of processing

The mode of processing

- Manual processing
 - a. Excel sheets
- Any other mode

A description of ‘Any other mode’

Outlook mailing lists.

Description/additional information regarding the modes of processing

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2.4. Storage medium

The medium of storage (one or more)

Electronic

- Digital – Excel
- Servers
- Others – Outlook mailing lists

Description/additional information regarding the storage medium

All personal data in electronic format (e-mails, documents, databases, uploaded batches of data, etc.) are stored on the servers of the European Commission.

2.5. Source of personal data

Personal data are obtained directly from the data subjects

Yes

2.6. Comments

Comments/additional information on the data processing

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2.7. Attachments

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3. DATA SUBJECTS AND DATA CATEGORIES

3.1. Data subjects' categories

Data subject(s) are:

External to the organization

A description of the data subjects (external to the organization)

All external users who wish to be alerted as soon as new ESGAB publications are released, who wish to submit information requests or retrieve previous information requests and responses, and to receive ESGAB press releases and other information.

3.2. Data categories/fields

3.2.1. General description of the data categories

Description of the categories of data that will be processed

Name and first name, organisation, E-mail address

3.2.2. Special categories of personal data

The processing operation concerns any 'special categories of data' which fall(s) under Article 10(1), which shall be prohibited unless any of the reasons under Article 10(2) applies:

N/A

3.3. Data related to 'criminal convictions and offences'

The data being processed contains sensitive data which fall(s) under Article 11 'criminal convictions and offences'

N/A

3.4. Comments

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3.5. Attachments

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4. RETENTION PERIOD

4.1. The administrative time limit(s) for keeping the personal data per data category

The ESGAB (European Statistical Governance Advisory Board) only keeps personal data for the time necessary to fulfil the purpose of collection or further processing, namely for the duration during which the user benefits from the service.

4.2. Comments

Comments/additional information on the data retention periods

Users may ask to be erased from the lists any given time.

4.3. Attachments

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5. RECIPIENTS

5.1. Origin of the recipients of the data

The origin of the data recipients

Within the EU organization

A description of the indicated recipients of the data

European Statistical Governance Advisory Board (ESGAB) and its Secretariat.

5.2. Categories of the data recipients

The categories (one or more) of the data recipients

- Public authority

Description of the indicated category (ies) of data recipients

The European Statistical Governance Advisory Board (ESGAB) was established by DECISION No 235/2008/EC OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 11 March 2008. Its Secretariat is provided by the European Commission. Data recipients are the Members of the ESGAB and the staff of the ESGAB Secretariat.

Who has access to which parts of the data

Members of the ESGAB and the Secretariat have access to all data.

5.3. Comments

Comments/additional information on data recipients

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5.4. Attachments

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6. INTERNATIONAL DATA TRANSFERS

6.1. Transfer outside of the EU or EEA

Data is transferred to countries outside the EU or EEA

N/A, transfers do not occur and are not planned to occur

6.2. Transfer to international organisation(s)

Data is transferred to international organisation(s)

N/A, Transfers do not occur and are not planned to occur

6.3. Legal base for the data transfer

The legal base for the data transfer

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6.4. Derogations for specific situations (Article 50.1 (a) - (g))

Are there derogations for specific situations (Article 50.1(a)-(g))

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6.5. Comments

Comments/additional information on international data transfers

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6.6. Attachments

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7. INFORMATION TO DATA SUBJECTS ON THEIR RIGHTS

7.1. Privacy statement

Rights of the data subjects

The processing should respect the following rights of data subjects:

- Article 17 - Right of access by the data subject
- Article 18 - Right to rectification
- Article 19 - Right to erasure (right to be forgotten)
- Article 20 - Right to restriction of processing

- Article 21 - Notification obligation regarding rectification or erasure of personal data or restriction of processing
- Article 22 - Right to data portability
- Article 23 - Right to object
- Article 24 – Rights related to automated individual decision making, including profiling

The data subjects are informed about their rights and how to exercise them in the form of a privacy statement attached to this record

Yes

Publication of the privacy statement

Published on website.

<https://ec.europa.eu/eurostat/web/esgab/contact>

Guidance for Data subjects which explains how and where to consult the privacy statement is available and will be provided at the beginning of the processing operation.

Yes.

An explanation of the guidance on how and where to consult the privacy statement

The privacy statement is accessible and can be consulted on the ESGAB website.

The privacy statement(s)

Document reference ESGAB Doc.2024 (05)

7.2. Comments

Comments/additional information on information to data subjects on their rights

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7.3. Attachments

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8. SECURITY MEASURES

8.1. Short summary of overall Technical and Organisational measures implemented to ensure Information Security

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 the personal data, the Commission has put in place a number of technical and organisational measures 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 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.

8.2. Attachments

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9. SECURITY MEASURES CHECKLIST

9.1. Measures adopted

9.1.1. Type(s) of information security measures

The type of measures in place (by selecting what's applicable) or by adding measures as appropriate to the relevant processing operation

Organisational measures

1. Risk Assessment and Risk management underlie the relevant security measures.

- An analysis of the risks presented by the processing has been undertaken, and it has been used to assess the appropriate level of security required to be put in place.
- When deciding what measures to implement, the state of the art and costs of implementation has been taken into account.
- An information security policy (or equivalent) or an associated set of policies are in place in specific areas and steps to make sure the policy is implemented are taken (e.g. controls to enforce them).
- The information security policies and measures are reviewed regularly and, where necessary, improved.

2. Personal data breach handling mechanism is in place

Data breaches will be handled in line with articles 34 and 35 of Regulation 2018 (EU) 2018/1725.

Technical measures

The data will be hosted on infrastructure that is either owned by DG DIGIT (and hence meets DG DIGIT's security standards) or on 3rd party infrastructure that has been approved by DG DIGIT and that meets their security requirements. Thereby, measures are in place to:

- aim for using privacy-enhancing technologies (PETs);
- ensure confidentiality, integrity availability and resilience of processing systems and services;

- An information security policy (or equivalent) or an associated set of policies are in place in specific areas and steps to make sure the policy is implemented are taken (e.g. controls to enforce them).
- to restore availability and access to personal data in a timely manner in the event of physical or technical incident.

Data processors having appropriate security measures

Any data processor also has appropriate technical and organizational measures in place

Yes

Description

The ESGAB Secretariat is provided by the European Commission.

9.2. Comments

Comments/additional information on the security measures

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9.3. Attachments

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