

## DATA PROTECTION NOTICE

### For processing of personal data in the context of public procurement procedures by the Commission Repository System and Secunda+

#### 1. Context and Controller

As Eurojust collects and further processes personal data, it is subject to *Regulation (EU) 2018/1725 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, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC*.

Collection and processing of personal data is under the responsibility of the Controller, who is the Head of the Legal Affairs Unit and can be contacted at [procurement@eurojust.europa.eu](mailto:procurement@eurojust.europa.eu).

#### 2. What personal information do we collect, for what purpose, under which legal bases and through which technical means?

##### *Legal basis*

The legal basis for the processing operations on personal data is Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012,<sup>1</sup> (hereafter "the Financial Regulation") in particular Articles 160-179 and for the processing of personal data in accordance with Article 5(1)(a) of Regulation (EU) 2018/1725 of 23 October 2018, processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in Eurojust.

##### *Purpose of the processing*

To grant access rights to the Opening Committee members by allowing Secunda+ system to determine if the user has the required rights to execute the task.

##### *Technical means*

Personal data for a limited number of Eurojust staff collected in HR REPO/intranet environment is processed and transferred electronically to the European Commission as a series of PER\_ID under the responsibility of the Controller.

##### *Types of personal data*

Personal data is collected and processed for all Eurojust staff members who need access to the opening session (limited to 16 post holders). The processed personal data categories which will be transferred are:

- a) General user account information
- b) User affectation information
- c) Job related information
- d) Organigram structure of institutions

<sup>1</sup> OJ L 193 of 30.7.2018, p.1 [https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=uriserv:OJ.L\\_.2016.119.01.0001.01.ENG](https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=uriserv:OJ.L_.2016.119.01.0001.01.ENG)

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

For the purpose detailed above, access to your personal data is given to the following persons, without prejudice to a possible transmission to the bodies in charge of a monitoring or inspection task in accordance with European Union law:

- a) Authorised Eurojust post-holders.
- b) Authorised administrators (internal EU users).

### 4. How do we protect and safeguard your information?

All personal data automatically transferred in electronic format is 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 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.

Additionally, personal data is protected through the following industry best practices:

#### [Security controls.](#)

### 5. How can you verify, modify or delete your information?

In case you wish to verify which personal data is stored on your behalf by the Controller, have it modified, corrected, or deleted, or restrict the processing, or object to it or to exercise the right to data portability, please make use of the following email address: [procurement@eurojust.europa.eu](mailto:procurement@eurojust.europa.eu), by explicitly describing your request. Any correction of your personal data will be taken into consideration from the data protection point of view.

Identification data of individuals can be corrected at any time. In the context of contract award procedures, factual data can only be rectified or updated up to the submission deadline. Information that would change the nature of the tender or application made for Eurojust cannot be changed after the submission deadline since this would compromise the award procedure.

Special attention is drawn to the consequences of a request for deletion, as this may lead to an alteration of the terms of the tender and lead to rejection as stated in Article 112 of the Financial Regulation.

### 6. How long do we keep your personal data?

The personal data is stored those data subject identified in AD 2020-14. Once a data subject is removed from the referred decision, IM and COMREF will manually modify the view of the post-holders with access to the opening session within three months of the change.

### 7. Contact information

You have the right to access, rectify or erase or restrict the processing of your personal data or, where applicable, the right to object to processing or the right to data portability in line with Regulation (EU) 2018/1725.

Any such request should be directed to the Controller, by using the following email address: [procurement@eurojust.europa.eu](mailto:procurement@eurojust.europa.eu), and by explicitly specifying your request.



EUROJUST

The European Union's Judicial Cooperation Unit

P.O. Box 16183 – 2500 BD The Hague • The Netherlands

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You may also contact the Data Protection Officer of the Eurojust ([dpo@eurojust.europa.eu](mailto:dpo@eurojust.europa.eu)).

### **8. Recourse**

You have the right to lodge a complaint to the European Data Protection Supervisor ([https://edps.europa.eu/data-protection/our-role-supervisor/complaints\\_en](https://edps.europa.eu/data-protection/our-role-supervisor/complaints_en)) if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data.