

DATA PROTECTION NOTICE

For processing of personal data in the context of use of iVisit system for management of visitors access to Eurojust premises

1. Context and Controller

As Eurojust collects and further processes personal data in the context of the use of iVisit system for the purpose of management of visitors access to Eurojust premises, the processing of personal data 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 for security and safety purposes are under the responsibility of the Controller, who is the Head of Security Unit and can be contacted at Security@eurojust.europa.eu.

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

Legal basis

The legal basis for the processing operations on personal data is:

- Articles 3 to 5 of the Seat Agreement concluded between the Kingdom of the Netherlands and Eurojust of 15 March 2006; in relation to inviolability, protection and special services to the Eurojust Headquarters;
- Rec. (22) of the Regulation 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 'Regulation 2018/1725': "*Processing of personal data for the performance of tasks carried out in the public interest by the Union institutions and bodies includes the processing of personal data necessary for the management and functioning of those institutions and bodies*";
- Articles 5(1)(a) of the Regulation 2018/1725, where processing is necessary for performance of tasks in the public interest assigned by Union legislation, as well as Articles 33 and 91 of the same Regulation;;
- Regulation (EU) 2018/1727 of the European Parliament and of the Council of 14 November 2018 on the European Union Agency for Criminal Justice Cooperation (Eurojust) -'the Eurojust Regulation', in particular Articles 30 and 72;
- College decision 2016-4 adopting the revised security rules of Eurojust, College decision 2016-24 amending the Security Rules of Eurojust.
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In addition, an Access Management Policy will be approved in January 2020; and a close-circuit television system (CCTV) Policy will be adopted in 2020.

Purpose of the processing

The Security and Safety related systems protect Eurojust building and key Eurojust assets, i.e. persons working and visiting Eurojust, physical assets, and information. The iVisit application is one of such

systems and it manages access to Eurojust premises of visitors and contractors working at the agency on non-regular basis. iVisit processes personal data for the following purposes:

- Ensure that only authorized persons enter Eurojust premises and the specific security zones within.
- Detect any attempt of an unauthorized person to enter security zones;
- Keep a temporary record of access events to investigate potential security and safety incidents.

Technical means

Your personal data is provided by your host at Eurojust by submitting a form via email.

The information is processed by Eurojust post holders and transferred to isolated secure systems (as described in point 4.) under the responsibility of the Controller.

Types of personal data

Personal data collected and further processed are:

- First Name
- Last Name
- Date of the visit
- Event information or company.

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:

- duly authorised Eurojust post-holders in the Security Unit.
- Duly authorised (outsourced) receptionists and security guards operating Eurojust security systems.

It may be disclosed also to the security services of other European institutions or to security, judicial, or law enforcement authorities of EU member states for the purpose of ongoing inquiries or to investigate or prosecute criminal offences, but only in accordance with Articles 4 to 6, and 9 to 10 of Regulation 2018/1725.

4. How do we protect and safeguard your information?

Appropriate technical and organisational measures are in place to ensure a level of security appropriate to the risks represented by the processing and the nature of the personal data to be processed.

These measures notably prevent any unauthorized disclosure or access, accidental or unlawful destruction or accidental loss, or alteration, and any other unlawful forms of processing.

The main measures are as follows:

- The system is segregated from the rest of the building and Eurojust ICT infrastructure. It is placed in a standalone ICT network, which is not connected to the Internet or any other internal network.
- The data processing capabilities are installed in specially protected areas. Access to such areas is given only to duly authorized personnel.

5. How can you verify, modify or delete your 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: Security@eurojust.europa.eu, and by explicitly specifying your request.

Identification data of individuals can be corrected at any time.

6. How long do we keep your personal data?

Your personal data and access events information are kept for 14 days.

7. Contact information

In case of queries regarding the processing of personal data, Eurojust Data Protection Officer can be contacted via email address: dpo@eurojust.europa.eu .

8. Recourse

You have the right of recourse to the European Data Protection Supervisor (EDPS) via email: edps@edps.europa.eu or following the link: https://edps.europa.eu/data-protection/our-role-supervisor/complaints_en.