

PROTECTION OF YOUR PERSONAL DATA

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

Processing operation: Subscription to ELA electronic newsletters and notifications via Newsroom

Data Controller: European Labour Authority, Governance Unit, Communications Sector (ELA Communication Sector)

Record reference: DPR-ELA-2023-0010

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1. Introduction

The European Labour Authority (hereafter 'ELA') is committed to protect your personal data and to respect your privacy. ELA 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 processing operation "Subscription to ELA electronic newsletters and notifications via Newsroom" undertaken by the ELA Communication Sector is presented below.

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

Purpose of the processing operation: The ELA Communication Sector collects and uses your personal information to establish and administer a list of email addresses to manage the existing newsletters and alerts/notifications in the European Labour Authority (ELA).

The data is accessible via the European Commission Newsroom platform. This process of personal data is covered by the European Commission, Communications Networks, Content and Technology (DG CNECT) in the Record "[DPR-EC-00841 - Corporate Newsroom](#)".

Access to the platform is EU Login password-protected and accessible only to the assigned Editors in the European labour Authority, Communication Sector. ELA Editors are granted access to the tool by DG CONNECT upon request from the Controller.

[You can at any time unsubscribe to the relevant newsletter and/or later.](#)

Your personal data will not be used for an automated decision-making including profiling.

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

We process your personal data, because, according to Article 5(1)(d) of Regulation (EU) 2018/1725, you have given consent to the processing of your personal data for one specific purpose.

We do not process **special categories of personal data**, therefore Article 10 of the Regulation does not apply.

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

In order to carry out this processing operation, the ELA Communication Sector collects the following categories of personal data:

ELA editors

Name, Surname, EU-Login.

The EU Login is a separate process to properly identify users and grant the correct accesses. It belongs to the European Commission and is covered by Record "[DPR-EC-03187 - Identity & Access Management Service \(IAMS\)](#)".

Subscribers (internal or external): E-mails.

The provision of personal data is not mandatory.

5. How long do we keep your personal data?

The ELA Communication Sector only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing, namely for **as long as you request being removed of the list or 5 years** from your last interaction with Newsroom.

The data subject can also ask modifications of personal data or withdraw their consent at any time, by sending an email to the controller, and their data will be updated (or deleted) as soon as possible and no longer than 15 days after his/her request.

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 either on the servers of the European Labour Authority or of its contractors.

For 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.

For Microsoft:

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

In order to protect your personal data, ELA 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.

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

Access to your personal data is provided to ELA staff responsible for carrying out this processing operation and to authorised staff according to the "need to know" principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

In particular, Authorised Editors assigned by the Controller at the European Labour Authority, have access to the list of subscribers, relevant documents, databases, uploaded batches of data, subscriptions/alerts.

External recipients from DG CNECT, have access to the personal data related to the ELA Editors, subscribers' email, topics of interest and the frequency of notifications.

There are no transfers of personal data to third countries or international organisations.

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.

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, your personal data and to rectify them in case your personal data are inaccurate or incomplete. Where applicable, you have the right to erase your personal data, to restrict the processing of your personal data, to object to the processing, and the right to data portability.

You have consented to provide your personal data to the ELA Communication Sector for the present processing operation. You can withdraw your consent at any time by notifying the Data Controller. The withdrawal will not affect the lawfulness of the processing carried out before you have withdrawn the consent.

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:

communications@ela.europa.eu

- The Data Protection Officer (DPO) of ELA

You may contact the Data Protection Officer (data-protection@ela.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) 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?

ELA Data Protection Officer (DPO) publishes the register of all processing operations on personal data by ELA, which have been documented and notified to him. You may access the register via the following link: <https://www.ela.europa.eu/en/privacy-policy>.

This specific processing operation has been included in the DPO's public register with the following Record reference: DPR-ELA-2023-0010 Subscription to ELA electronic newsletters and notifications via Newsroom.