

## **PROTECTION OF YOUR PERSONAL DATA**

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

**Processing operation:** ELA PROGRESS Portal - online repository on EESSI support

**Data Controller:** Cooperation Support Unit

**Record reference:** DPR-ELA-2025-0003

### **Table of Contents**

- 1. Introduction**
- 2. Why and how do we process your personal data?**
- 3. On what legal ground(s) do we process your personal data?**
- 4. Which personal data do we collect and further process?**
- 5. How long do we keep your personal data?**
- 6. How do we protect and safeguard your personal data?**
- 7. Who has access to your personal data and to whom is it disclosed?**
- 8. What are your rights and how can you exercise them?**
- 9. Contact information**
- 10. Where to find more detailed information?**

## **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 "*ELA PROGRESS Portal - online repository on EESSI support*" undertaken by the Cooperation Support Unit is presented below.

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

Purpose of the processing operation: The Cooperation Support Unit collects and uses your personal information to operate an online PROGRESS Portal accessible by EESSI users from Member States and the European Commission – DG EMPL (EESSI team). This Portal encompasses a digital repository of (a) good practices related to EESSI implementation by Member States; (b) mapping of national EESSI implementation structures; (c) Testing availabilities of countries for Interoperability test campaigns. The tool is part of a Mutual Learning and Understanding Program called PROGRESS that ELA has developed to assist Member States with the management of EESSI system (Electronic Exchange of Social Security Information). It contains the following modules:

(a) Good practices: ELA aims to collect good practices on implementation of EESSI in the participating countries and the related organisation and business processes. This sharing enhances institutional performance and promotes cross-border learning to improve response times and implementation maturity. This module does not contain any personal data.

(b) Mapping of national EESSI implementations: ELA will develop a database to map national EESSI landscapes, offering a comprehensive overview of each country's system, including its structure, integration, and support mechanisms. This mapping ensures a clear understanding of national implementation strategies and practices within the EESSI framework. This module does not contain any personal data.

(c) Matching of Interoperability Testing partners: EESSI's interoperability testing ensures the proper functionality of end-to-end communication between national applications following each Common Data Model release. By linking with the mapping module, the testing process is optimized based on the national applications and the specific Social Security sectors and processes being tested. This module contains the contact details of the testers or testing managers/entities which are indispensable for the arrangement and execution of the test cases.

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) of Regulation (EU) 2018/1725:

(a) the processing 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;

(b) processing is necessary for compliance with a legal obligation to which the controller is subject.

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

The basis for the processing referred to in points (a) and (b) of paragraph 1 has been laid down in the following Union law:

Regulation (EU) 2019/1149 of the European Parliament and of the Council of 20 June 2019 establishing a European Labour Authority – in particular Art. 7(4) and recital 17 of that Regulation.

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

In order to carry out this processing operation the Cooperation Support Unit collects the following categories of personal data:

##### **Portal users registration and management:**

The categories of personal data collected and further processed for registering at the Portal and user management are for each data subject:

- Identity and contact details: name, surname, country, email address (mandatory), phone number (optional);
- Professional information: institution name and department (optional).

##### **Testing partners module:**

The categories of personal data collected and further processed within the 'Testing partners module' as regards testers are:

- Identity and contact details: name, surname, email address (mandatory).

User registration data is a prerequisite for having access to the Portal since it is used by the authentication mechanism (EU login). Any user can at any time withdraw from the registration with the Portal by requesting cancellation of the user account from the administrator for his/her country or can ask ELA to discard his or her profile data.

The testers' contact details are contained in the testing availability records under the Testing partners module and are a mandatory component of the testing availability data set. However, it is possible for the testers to avoid filling in their personal contact details and use functional mailbox and organisational identity instead, if they do not wish to share their personal data.

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

The Cooperation Support Unit only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing.

- The registration data of users is kept as long as ELA continues to operate the PROGRESS Portal, or until the data subject (user) withdraws from the Portal and requests to be deleted from the list of users.
- The testers contact details are kept for the period of duration of their announced testing availability plus two weeks (in total no longer than 3 months).

#### **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.

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?**

Portal Users' registration data can be accessed by ELA staff responsible for carrying out this processing operation and by authorised staff according to the "need to know" principle. Such staff abide by statutory, and when required, additional confidentiality agreements. Furthermore, the users with administrator role for the country concerned will have access to the registration data of the users from that country.

In case of testers contact details, these can be accessed by other Portal users who have reading right for the Testing module, so that they can get in touch with the selected testing partner and arrange/execute the test cases. In principle, these are the testers from EESSI community (MS authorities connected to the EESSI system) and members of the EESSI team from DG EMPL, European Commission (due to their organisation and support role in the interoperability testing campaigns).

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 the right to object to the processing of your personal data, which is lawfully carried out pursuant to Article 5(1)(a) on grounds relating to your particular situation.

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: [ela-progress@ela.europa.eu](mailto:ela-progress@ela.europa.eu)

### **- The Data Protection Officer (DPO) of ELA**

You may contact the Data Protection Officer ([data-protection@ela.europa.eu](mailto: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](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?**

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-2025-0003 ELA PROGRESS Portal - online repository on EESSI support.