



## PROTECTION OF YOUR PERSONAL DATA

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

**Processing operation:** Information targeted consultation activities (including surveys, interviews and focus groups) – Identification and mapping of support instruments in the field of return mobility

**Data Controller:** The European Labour Authority, Information and EURES Unit

**Record reference:** DPR-ELA-2024-0020

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## **1. Introduction**

The European Labour Authority (hereafter 'ELA') is committed to protecting your personal data and to respecting 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 '*Information targeted consultation activities (including surveys, interviews and focus groups)*', in particular, the identification and mapping of support instruments of in the field of return mobility, undertaken by ELA Information and EURES Unit is presented below.

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

Purpose of the processing operation:

For research participants:

The external contractor, on behalf of ELA Information and EURES Unit, will collect and use your personal information within the framework of targeted consultation activities to obtain your views on a specific initiative, policy or intervention related to support instruments in the field of return mobility. The purpose is to identify, map and assess relevant support instruments in the field of return mobility with a view to creating a comprehensive and structured repository of instruments that institutional actors, workers and employers could easily access, thereby enhancing awareness and utilisation of available assistance.

You are being contacted by our external contractor Ecorys Europe EEIG – GEIE (with the registered address at 46 Avenue des Arts, 1000 Brussels, Belgium) on behalf of ELA Information EURES and Unit since it has concluded that your views are relevant and necessary to inform the specific initiative, policy or intervention concerned by the targeted consultation.

We obtained your personal data directly from you - as you have participated in previous events/surveys related to Information and EURES activities and you are part of our contact list covered by Record '[DPR-ELA-2022-0024 ELA Contact lists & network partners databases](#)', or from publicly available sources (such as websites or contact forms) and existing contacts with relevant authorities, social partners, NGOs, or other partners.

ELA EURES and Information Unit have decided:

*- that personal data of the research participants will remain with the contractor and will never be shared with the Authority.*

The subject matter of the consultation activity requires you to provide personal data in your response that may identify or make you identifiable. Your personal data will be only processed by our external contractor and ELA will not receive these data.

Contact persons from national authorities:

The Information and EURES Unit collects your work contact information and shares this information with the external contractor, to request support for identifying suitable interviewees. The processing operation will be carried out in the context of identifying, mapping and assessing relevant support instruments in the field of return mobility with a view to creating a comprehensive and structured repository of instruments that institutional actors, workers and employers could easily access, thereby enhancing awareness and utilisation of available assistance.

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

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

#### **For research participants:**

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 or more specific purposes.

#### **For contact persons from national authorities:**

We process your personal data, because, according to Article 5(1)(a) – processing is necessary for the performance of a task carried out in the public interest.

We do not process special categories of personal data, therefore Article 10 of the Regulation (EU) 2018/1725 does not apply.

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

In order to carry out this processing operation, ELA Information and EURES Unit, through its external contractor, collects the following categories of personal data:

#### **For research participants:**

- **Identification data:** Name, surname, exact title of the function of the interviewee within the competent authority/organisation, contact details (telephone, e-mail).
- **Interview data:** Experiences, best practices and opinions about a specific situation, aim of the interview and date.
- **Audio/Video recordings of the interviews** can be performed to ensure the verbatim record of what was said during the interview.

#### **For contact persons from national authorities:**

- **Identification data:** Name, surname, title/function within the authority or institution, and contact details (e.g. official email address, telephone number).

Please note that the Data Controller does not request nor expect that data subjects provide any special categories of data under Article 10(1) of Regulation 2018/1725 (that is “personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, and the processing of genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person’s sex life or sexual orientation”) related to themselves or to third persons in their contributions to the consultation activity. Any spontaneous inclusion of these types of personal data is the responsibility of the data subject and by including any of these types of data the data subject is

considered to provide his/her explicit consent to the processing, in accordance with Article 10(2)(a) of Regulation 2018/1725.

The provision of personal data is not mandatory.

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

The external contractor only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing, namely for:

**Interview data:** 1 year from the end of the specific contract.

**Identification data:** 1 year from the end of the specific contract.

The European Labour Authority, Information and EURES Unit only keep the identification data of contact persons from national authorities for the time necessary to fulfil the purpose of collection or further processing, namely for: 1 year from the end of the contract.

External processor will delete all personal data related to this research project no later than 1 year from the end of the contract. All Identification data of research participants and contact persons from national authorities will be deleted by the external processor no later than 1 year from the end of the contract.

#### **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?**

##### **For research participants:**

Your personal data is collected by the external contractor, who acts on behalf of ELA. ELA staff will not have access to your personal data. The external contractor staff will have access to specific parts of the personal data on a need-to-know basis. Such staff abide by statutory, and when required, additional confidentiality agreements.

##### **For contact persons from national authorities:**

Access to your personal data is provided by ELA to the external contractor to request support for identifying suitable interviewees.

Any report published by the European Labour Authority will not contain personal data. In the particular case, some personal data (name, surname position and quotes/interviews) will be published a specific consent will be gathered from the person concerned.

*Please note that pursuant to Article 3(13) of the Regulation, public authorities (e.g. Court of Auditors, EU Court of Justice) which may receive personal data in the framework of a particular inquiry in accordance with Union or Member State law shall not be regarded as recipients. The processing of those data by those public authorities shall be in compliance with the applicable data protection rules according to the purposes of the processing.*

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 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:

[information@ela.europa.eu](mailto:information@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-2024-0020 EURES targeted consultation activities (including surveys, interviews and focus groups).