

PROTECTION OF YOUR PERSONAL DATA

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

Processing operation: ELA Database of Innovative Digital Solutions

Data Controller: European Labour Authority, Operations Department, Coordination and Liaison (NLOs and Brussels Office) Sector

Record reference: DPR-ELA-2025-0012

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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 "*ELA Database of Innovative Digital Solutions*", undertaken by Operations Department, Coordination and Liaison (NLOs and Brussels Office) Sector, is presented below.

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

Purpose of the processing operation: The Coordination and Liaison (NLOs and Brussels Office) Sector collects and uses your personal information to manage the ELA Database of Innovative Digital Solutions, an online platform accessible to national authorities of EU Member States, external stakeholders, and the European Commission ("the Commission"). The initiative is part of ELA's approach to Innovation and Facilitation of Digitalisation. Its overall purpose is to foster mutual learning and promote the use of innovative digital tools that enhance labour mobility, social security coordination, and the efficiency of public services for citizens and companies across the Union.

In line with Recital (25) and Article 2 of Regulation (EU) 2019/1149, the database supports ELA's mandate by facilitating cooperation and information exchange among Member States, and by promoting the use of innovative information technology in the context of fair labour mobility and digital transformation.

This portal comprises three key components:

(a) a public repository of papers submitted through ELA's public open "Call for Papers", featuring contributions from diverse society sectors and audiences (e.g., industry and academia) on topics concerning the digitalization in labour mobility, social security coordination, risk analysis, and cross-border employment, to name a few;

(b) a secure and role-based access control repository, which is a result of ELA's Market Studies with national authorities on different innovative technologies, showcasing digital solutions and tools related to innovation and digitalization, implemented by Member States and accessible exclusively to them and the Commission;

(c) a back office as the secure administrative environment of the platform, accessible only to authorised ELA staff and designated contractors. It is used for managing user accounts, processing submissions, maintaining system integrity, and performing compliance checks. Access is limited to authorised personnel and contractors operate exclusively within ELA-controlled environments. Personal devices or external systems are not permitted.

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;

(d) The data subject has given consent to the processing of his or her personal data for one or more specific purposes.

We do not collect special categories of data, therefore, Article 10 of Regulation (EU) 2018/1724 does not apply.

In line with this legal basis, our processing activities are directly linked to ELA's mandate and operational responsibilities.

According to ELA Regulation (2019/1149), in particular Recital 25, the ELA should aim to provide better access to online information and services for Union and national stakeholders and facilitate the exchange of information between them. Therefore, the use of digital tools should be encouraged by the Authority, whenever possible. Besides IT systems and websites, digital tools such as online platforms and databases play an increasingly central role in the cross-border labour mobility market. Thus, such tools are useful to provide easy access to relevant online information and facilitate exchange of information for Union and national stakeholders regarding their cross-border activities. Based on the above regulatory obligations, the following components of the platform are processed under this legal basis:

a) Public repository (open call for papers)

The participation to the call is based on a voluntary basis.

In the case of the publication of the names of authors of papers/ scientific publications or reports and persons mentioned there, the lawfulness of this process of personal data relies on article 5(1)(a), as 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 bodies, in particular intellectual property rights. Given the fact that providing direct information to the above mentioned data subjects would be impossible or would involve disproportionate effort, ELA, in line with article 16(6) of Regulation (EU) 2018/1725, relies on appropriate measures to protect author's rights and freedoms and legitimate interests, and makes the information related to this process of personal data publicly available.

-Recital 25 of ELA Regulation.

Publishing papers in the public repository is necessary to fulfil ELA's statutory task of knowledge sharing, research promotion, and supporting digitalisation in labour mobility and social security coordination.

b) Digital Solutions Exchange

Article 5(1)(b) of Regulation (EU) 2018/1725:

The data subject has given consent to the processing of his or her personal data for one or more specific purposes.

The dissemination of contributor presentations and associated personal data is not necessary for the performance of ELA's statutory tasks. While internal storage and restricted access for

Member States and ELA staff are performed under the public-interest task legal basis (Art. 5(1)(a)), making the data available is optional and requires the data subject's informed choice.

c) Back office

-For ELA staff authorized to manage the tool:

Article 5(1)(a) of Regulation (EU) 2018/1725:

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.

-For submitters:

Article 5(1)(b) of Regulation (EU) 2018/1725

The data subject has given consent to the processing of his or her personal data for one or more specific purposes.

ELA stores the name and email address together with the submitted use case. This information will be used solely for the purpose of contacting the submitter in case authorised stakeholders request clarifications or additional information about the use case.

Access to the contact details is strictly limited to authorised ELA staff.

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

In order to carry out this processing operation, the Coordination and Liaison Sector collects the following categories of personal data.

1. Public Repository: External contributors/authors submitting papers, Co-authors or affiliated researchers, Institutional contact persons from academia, industry, or other organisations.

- Identity and contact details: first name, last name, country, email address, submitted materials (papers, presentations, supporting documents), insofar as they contain identifiable information;
- Professional information: institution name and department.

For the call for papers, the following record applies:

[DPR-ELA-2022-0035 ELA call for papers, proposals or ideas](#)

2. Digital solutions exchange: Representatives of national authorities of EU Member States, National Liaison Officers (NLOs), Representatives of the European Commission

- Identity and contact details: first name, last name, country, email address;
- Professional information: institution name and department;
- For registration purposes: data collected and processed by EU Login:
The EU Login is covered by Record '[DPR-ELA-2023-0014 Identity & Access Management Service - EU Login](#)'.

3. Back office: ELA staff members, ELA contractors operating exclusively within ELA-controlled environments

- Identity and contact details: first name, last name, country, email address of both the submitters and the presenters;

- Professional information: institution name and department, role for submission and review workflows.

5. How long do we keep your personal data?

The Coordination and Liaison Sector only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing.

Data category	Retention period
Public repository data (published content and contributor details)	All personal and operational data processed within the platform will be retained for a maximum of five (5) years from the date the use case or paper is uploaded to the module.
Digital solutions exchange module (submission workflows and related metadata)	All personal and operational data processed within the platform will be retained for a maximum of five (5) years from the date the use case or paper is uploaded to the module.
Back Office data (administrative records and system logs)	All personal and operational data processed within the platform will be retained for a maximum of five (5) years from the date the use case or paper is uploaded to the module.

Once maximum time of retention has been reached, data will be securely deleted or anonymised, unless required for legal or regulatory obligations.

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?

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

Internal to organisation:

The data processed within the platform may be accessed by the following categories of recipients, depending on their role and repository:

Authorised ELA staff within Coordination and Liaison (NLOs and Brussels Office) Sector on a "need-to-know basis"

- For operational management, review workflows, and compliance activities.
- Access is limited, role-based and restricted to authorised personnel on "a need-to-know basis".

National Liaison Officers (NLOs)

- For cooperation and information exchange within the scope of ELA's mandate.

External to organisation:

Authorised Staff of the European Commission (DG EMPL – EESSI team)

- Access to the Public Repository and Digital solutions exchange module for oversight, coordination, and policy-related activities.
- Access is limited to functions aligned with ELA's governance on "a need-to-know basis".

Representatives of national authorities of EU Member States

- For cooperation and information exchange within the scope of ELA's mandate.

General Public Access (Public Repository Only)

- Published use cases, papers, and contributor identification (name and organisation) are accessible to all users.

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 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.

For submitters:

You have consented to provide your personal data to Operations Department, Coordination and Liaison 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, digitalisation@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-2025-0012 ELA Database of Innovative Digital Solutions.