



(To be filled out by the EDPS' DPO)

Register number: 21

Date of submission: 11/05/2012

Legal basis: Art 25 Regulation 45/2001

NOTIFICATION

INFORMATION TO BE GIVEN¹

1/ NAME AND FIRST NAME OF THE CONTROLLER

EUROPEAN DATA PROTECTION SUPERVISOR

2/ SERVICE RESPONSIBLE FOR PROCESSING PERSONAL DATA

EUROPEAN DATA PROTECTION SUPERVISOR - THE DIRECTOR MR. CHRISTOPHER DOCKSEY

3/ NAME AND DESCRIPTION OF THE PROCESSING OPERATION

The EDPS launched an online survey of the views of EDPS stakeholders on how the institution carries out its activities. The survey is being carried out for the EDPS by Stanton Marris consultants. This is done through the IPM survey tool on the EUROPA website. Individual responses will be processed by the consultants in accordance with Regulation 45/2001 and the specific privacy notice relating to the online survey.

Replies to the questions included in the online survey are totally voluntary.

Neither the EDPS nor the consultant will use your personal data for any purpose other than carrying out the survey and collecting, aggregating and further analysing the results thereof. The EDPS will only have access to the content of the answers in an anonymous form and will not be informed of the identity of the respondents.

¹ Please attach all relevant documents

A new IPM functionality has been deployed with the new version of IPM 3.0.

This new functionality offers the automatic save of a contribution to anonymous surveys as long as the answer has not been submitted. Therefore, a unique answer id is stored along with the session id in the user's cookie. Using the answer-id, the current available contribution can identify the contribution and can be used to read-out the un-submitted answer from another computer, just by knowing the cookie value.

However, this cookie is stored only as long as the answer has not yet been submitted and is deleted from the user's computer right after answer submission.

4/ PURPOSE(S) OF THE PROCESSING

The purpose of this process is to launch an online survey of the views of EDPS stakeholders on how the institution carries out its activities. The survey is being carried out for the EDPS by Stanton Marris consultants. This is done through the IPM survey tool on the EUROPA website. Individual responses will be processed by the consultants in accordance with Regulation 45/2001 and the specific privacy notice relating to the online survey.

5/ DESCRIPTION OF THE CATEGORY(IES) OF DATA SUBJECT(S)

- Data Protection Officers from the European Commission, the European Parliament and the European Council
- Data Protection Coordinators from the European Commission, the European Parliament and the European Council
- Policy makers in the European Institutions
- National Data Protection Authorities
- EU officials processing personal data
- Press journalists
- EDPS Newsletters subscribers
- Civil society

6/ DESCRIPTION OF THE DATA OR CATEGORIES OF DATA (INCLUDING, IF APPLICABLE, SPECIAL CATEGORIES OF DATA (ARTICLE 10) AND/OR ORIGIN OF DATA)

Data: the EDPS has communicated the names, work functions and email addresses of the data subjects concerned to the external consultant for the specific purpose of carrying out this survey, so as to identify the person, category of stakeholder and contact address.

Information is given through this specific privacy notice in addition to the general EUROPA privacy notice and the privacy notice of the EDPS. This information appeared each time a person accessed the survey.

SURVEY PRIVACY NOTICE

Regulation 45/2001 applies to processing operations of personal data carried out by the EDPS.

Further to Articles 11 and 12 of this Regulation, the EDPS provides data subjects with the following information:

- The purpose of this process is to launch an online survey of the views of EDPS stakeholders on how the institution carries out its activities. The survey is being carried out for the EDPS by Stanton Marris consultants. This is done through the IPM survey tool on the EUROPA website. Individual responses will be processed by the consultants in accordance with Regulation 45/2001 and the privacy notice on the EDPS website.

Replies to the questions included in the online survey are totally voluntary.

The survey website uses a session cookie which is essential for parts of the survey site to operate and which has already been set. It will be deleted when you submit the web survey.

Neither the EDPS nor the consultant will use your personal data for any purpose other than carrying out the survey and collecting, aggregating and further analysing the results thereof. The EDPS will only have access to the content of the answers in an anonymous form and will not be informed of the identity of the respondents.

The consultants will not disclose any of this personal data to any other person or body nor divulge your personal data for direct marketing purposes. The EDPS has required the consultants to take appropriate security measures to safeguard these data from misuse by third parties.

- The controller is the European Data Protection Supervisor.

- Data: the EDPS has communicated your name, work function and email address to the external consultant for the specific purpose of carrying out this survey, so as to identify the person, category of stakeholder and contact address.

- Information is given through this specific privacy notice in addition to the general EUROPA privacy notice and the privacy notice on the EDPS website.

- The legal basis for this processing is Regulation (EC) 45/2001 establishing the European Data Protection Supervisor and setting out his duties and powers, in particular Article 5(a) thereof.

- Rights of the data subject: you have the right to obtain access to and rectification of your personal data. You may also under certain circumstances ask to have these data blocked and for the erasure of data about them which you consider to have been unlawfully processed. Finally you have the right to object to the

processing of your personal data at any time, on legitimate compelling grounds relating to your particular situation.

To exercise your rights or to obtain any further information you can apply directly to the EDPS at edps@edps.europa.eu or if you prefer to the external consultants at andrewjackson@stantonmarris.com. You can also apply to the EDPS Data Protection Officer at EDPS-DPO@edps.europa.eu.

- Data retention period: the EDPS only keeps the data for the time necessary to fulfil the purpose of collection or further processing. It will be deleted once the survey is closed and the results of the survey have been aggregated by category of stakeholder. Data collected for an interview will be deleted after the interviews are decided and (if you are asked to give an interview) carried out.

8/ PROCEDURES TO GRANT DATA SUBJECTS' RIGHTS (RIGHTS OF ACCESS, TO RECTIFY, TO BLOCK, TO ERASE, TO OBJECT)

Rights of the data subject: you have the right to obtain access to and rectification of your personal data. You may also under certain circumstances ask to have these data blocked and for the erasure of data about them which you consider to have been unlawfully processed. Finally you have the right to object to the processing of your personal data at any time, on legitimate compelling grounds relating to your particular situation.

9/ AUTOMATED / MANUAL PROCESSING OPERATION

IPM (Interactive Policy Making) is an online questionnaire management system that allows the creation, the launch in up to 22 languages and the analysis of online questionnaires on EUROPA. This internet-based software handles different types of single or multiple choice questions, as well as free text fields. Results can be displayed as histograms, percentages or with full details and can be exported to Excel.

10/ STORAGE MEDIA OF DATA

A new IPM functionality has been deployed with the new version of IPM 3.0.

This new functionality offers the automatic save of a contribution to anonymous surveys as long as the answer has not been submitted. Therefore, a unique answer id is stored along with the session id in the user's cookie. Using the answer-id, the current available contribution can identify the contribution and can be used to read-out the un-submitted answer from another computer, just by knowing the cookie value. However, this cookie is stored only as long as the answer has not yet been submitted and is deleted from the user's computer right after answer submission.

The EDPS and the external consultant only keep the data for the time necessary to fulfil the purpose of collection or further processing. It will be deleted once the survey is closed and the results of the survey have been aggregated by category of stakeholder. Data collected by the external consultant for an interview will be deleted after the interviews are decided and (for those asked to give an interview) carried out.

11/ LEGAL BASIS AND LAWFULNESS OF THE PROCESSING OPERATION

The legal basis for this processing is Regulation (EC) 45/2001 establishing the European Data Protection Supervisor and setting out his duties and powers, in particular Article 5(a) thereof.

12/ THE RECIPIENTS OR CATEGORIES OF RECIPIENTS TO WHOM THE DATA MIGHT BE DISCLOSED

The consultants will not disclose any of this personal data to any other person or body nor divulge your personal data for direct marketing purposes. The EDPS has required the consultants to take appropriate security measures to safeguard these data from misuse by third parties.

13/ RETENTION POLICY OF (CATEGORIES OF) PERSONAL DATA

Data retention period: the EDPS and the external consultant only keep the data for the time necessary to fulfil the purpose of collection or further processing. It will be deleted once the survey is closed and the results of the survey have been aggregated by category of stakeholder. Data collected for an interview will be deleted by the external consultant after the interviews are decided and (for those asked to give an interview) carried out.

13 BIS/ TIME LIMITS FOR BLOCKING AND ERASURE OF THE DIFFERENT CATEGORIES OF DATA

(further to justified legitimate request from the data subject)

(Please, specify the time limits for every category, if applicable)

To exercise your rights or to obtain any further information you can apply directly to the EDPS at edps@edps.europa.eu or if you prefer to the consultants at andrewjackson@stantonmarris.com. You can also apply to the EDPS Data Protection Officer at EDPS-DPO@edps.europa.eu.

14/ HISTORICAL, STATISTICAL OR SCIENTIFIC PURPOSES

If you store data for longer periods than mentioned above, please specify, if applicable, why the data must be kept under a form which permits identification

N/A

15/ PROPOSED TRANSFERS OF DATA TO THIRD COUNTRIES OR INTERNATIONAL ORGANISATIONS

N/A

16/ FURTHER INFORMATION

N/A

The data controller declares the accuracy of the above statements and undertakes to notify any change affecting this information to the Data Protection Officer.

PLACE AND DATE: 11 MAY 2012

THE CONTROLLER: CHRISTOPHER DOCKSEY