REGISTER NUMBER: 359

NOTIFICATION FOR PRIOR CHECKING

Date of submission: 25 April 2008

Case number: 2008-269

Institution: FRA

Legal basis: article 27-5 of the regulation CE 45/2001(1)

(1) OJ L 8, 12.01.2001

INFORMATION TO BE GIVEN(2)

(2) Please attach all necessary backup documents

1/ Name and adress of the controller

Constantinos Manolopoulos
European Union Agency for Fundamental Rights
Rahlgasse 3, 1060 Vienna
tel: +43 1 58030611, email: constantinos.manolopoulos@fra.europa.eu

2/ Organisational parts of the institution or body entrusted with the processing of personal data

Unit Administration / IT

3/ Name of the processing

Email system log files

4/ Purpose or purposes of the processing

To ensure security and stability for the FRA email system. To detect attacks from out and inside, to measure loads and to ensure the proper functioning of the email system. Only information relevant to the transmission of the email is being stored, not the content of emails.
The log files are accessed only upon written request of the Data Subject to ensure if an email was sent or recieved by the Data Subject.

5/ Description of the category or categories of data subjects

Data subjects are staff members, DNE's, trainees and interim staff (All employees with an FRA email account)

6/ Description of the data or categories of data*(including, if applicable, special categories of data (article 10) and/or origin of data)*

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Data relating to security measures
Data relating to system functioning

- Email sender and receipients, Sender Name, Receipient Name, Subject, Send time, SMTP path.
See example Annex 2

7/ Information to be given to data subjects

New staff members are receiving on their first day a letter containing their default login credentials. Within this letter users are informed about the data stored within the systems. The list is also being published on FRAs intranet side.
Letter is provided in Annex 1.

8/ Procedures to grant rights of data subjects *(rights of access, to rectify, to block, to erase, to object)*

To have Access: On request to the IT
To Rectify: Not possible
To Block: Not possible
To Erase: Not possible
To Object: Not possible
This is due to the nature of the automatically created log files.

9/ Automated / Manual processing operation

Logging process is fully automated.

10/ Storage media of data

MS Exchange log files, located in a restricted area on the mail server.

11/ Legal basis and lawfulness of the processing operation

Article 5(a), (b), (d), (e) of Regulation 45/2001
Chapter B and D of "Standards of the use of IT systems at FRA" - Annex 3

12/ The recipients or categories of recipient to whom the data might be disclosed

Data is not disclosed to any other party but to the data subject itself.

13/ Retention policy of (categories of) personal data

The log files are being kept for a period of three month.

13 a/ time limits for blocking and erasure of the different categories of data
(on justified legitimate request from the data subject)
(Please, specify the time limits for every category, if applicable)

Log files arekept for a period of three months and then they are deleted automatically by ythe system in place.

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,

Not applicable

15/ Proposed transfers of data to third countries or international organisations

Not applicable

16/ The processing operation presents specific risk which justifies prior checking (*please describe*):

AS FORESEEN IN:

Article 27.2.(a)

Processing of data relating to health and to suspected offences, offences, criminal convictions or security measures,

17/ Comments

Annex 1 - Letter given to staff members

Annex 2 - Mail server log file (Example)

Annex 3 - Chapter B and D of "Standards of the use of IT systems at FRA"

PLACE AND DATE: 25/04/2008

DATA PROTECTION OFFICER: Nikolaos Fikatas (Data Protection Officer of FRA)

INSTITUTION OR BODY: FRA