

REGISTER NUMBER: 433

NOTIFICATION FOR PRIOR CHECKING

Date of submission: 27/11/2008

Case number: 2008-721

Institution: European Commission

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 address of the controller

2) Name and First Name of the Controller: DE HAAS Johannes

3) Title: Head of Sector

4) Directorate, Unit or Service to which the Controller is attached: F.

5) Directorate General to which the Controller is attached: JRC

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

26) External Company or Directorate General to which the Processor is attached:

25) External Company or Directorate, Unit or Service to which the Processor is attached:

3/ Name of the processing

ACCESS MANAGEMENT SYSTEM AT JRC-IE IN PETTEN

4/ Purpose or purposes of the processing

To restrict the access to facilities and sensitive areas for non-authorized individuals for security and safety reasons.

5/ Description of the category or categories of data subjects

14) Data Subject(s) concerned:

Staff and other authorized persons who have access to restricted areas.

16) Category(ies) of Data Subjects:

Staff and other authorized persons who have access to restricted areas.

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

17) Data field(s) of Data Subjects:

Attention: Please indicate and describe in the answer to this question also data fields which fall under article 10

Following data are registered:

Identifier for access management

Name, First name

personal number

photo

Company Name

Telephone number

Date and time of access

Identifier of card reader

The processing falls under art.10

18) Category(ies) of data fields of Data Subjects:

Attention: Please indicate and describe in the answer to this question also categories of data fields which fall under article 10

Information about the data subject

Information about the assigned authorizations

The processing falls under art.10

7/ Information to be given to data subjects

15a) Which kind of communication(s) have you foreseen to inform the Data Subjects as described in articles 11 - 12 under 'Information to be given to the Data Subject'

The privacy statement is available for data subjects, published on the intranet of JRC-IE and the distribution is done upon delivering of the access badge.

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

15b) Which procedure(s) did you put in place to enable Data Subjects to exert their rights: access, verify, correct, etc., their Personal Data as described in articles 13 - 19 under 'Rights of the Data Subject' :

The data subject can refer directly to the controller to exert their rights.

The data subject can use the functional mailbox "jrc-ie-ses@ec.europa.eu" - see also privacy statement.

9/ Automated / Manual processing operation

7) Description of Processing:

Attention: Please describe in the answer to this question if you process personal data falling under article 27 "Prior-Checking (by the EDPS - European Data Protection Supervisor)"

A centralized access management system is installed at the Joint Research Centre ? Institute for Energy (JRC-IE) in the Netherlands.

The processing is only done:

- ? to permit access to (parts of) buildings or information systems with restricted access
- ? to assign entrance authorizations
- ? for internal control and site security

Electronic card readers are used to manage the access to specific controlled areas. Data is collected and the related information is managed on protected registers and IT-system.

The processing falls under Art.27

8) Automated Processing operation(s):

Reading badges and transfer data to the database

9) Manual Processing operation(s):

Operations by Controller and Delegated Controller:

- a) Information of the data subject (name, access rights) are manually inserted into the data base.
- b) Consultation of recorded data.

10/ Storage media of data

electronic media

11/ Legal basis and lawfulness of the processing operation

11) Legal basis of Processing:

Legal basis: Commission decision 29 november 2001 - 2001/844/EC/ECSC/EURATOM

Legal basis: Commission decision 15 December

COMMISSION DECISION ON ALERT STATES AND CRISIS MANAGEMENT

Commission Decision 2007/65/EC of 15 December 2006, in particular section 4 of the annex with regards to the Joint Research Center

12) Lawfulness of Processing:

Answering this question please also verify and indicate if your processing has to comply with articles 20 "Exemptions and restrictions" and 27 "Prior checking (by the EDPS)"

Treatment is lawful following Art. 5a and Art 5b

The processing falls under Art. 27

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

20) Recipient(s) of the Processing:

JRC-IE Director

JRC-IE Local Security Officer

JRC-IE Plant Security Manager and / or deputy

Commission staff of JRC nominated responsible of the specific controlled area

JRC coordinator of security

Dutch national authorities in case of incidents

DG Admin/DS

Incidents are defined under point 10

Data transfer follows Article 7 and Art. 8 of the Regulation (EC) 45/2001.

21) Category(ies) of recipients:

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Incidents are defined under point 10

Data transfer follows Article 7 and Art. 8 of the Regulation (EC) 45/2001.

13/ retention policy of (categories of) personal data

Recorded files are kept for 1 year on a FIFO basis (first in / first out).

In case of incident the data will be kept for analyzing for a longer period to establish exercise or defend a right in a legal claim pending before a court.

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)
(on justified legitimate request from the data subject)
(Please, specify the time limits for every category, if applicable)

22 b) Time limit to block/erase data on justified legitimate request from the data subjects

Following a justified and legitimate request by the Data Subject, the personal data will be analyzed. The recorded data cannot be modified; comments can be added within 15 working days.

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,

22 c) 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

27) Legal foundation of transfer:

Only transfers to third party countries not subject to Directive 95/46/EC (Article 9) should be considered for this question. Please treat transfers to other community institutions and bodies and to member states under question 20.

Not applicable.

28) Category(ies) of Personal Data or Personal Data to be transferred:

Not applicable.

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

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Article 27.2.(a) Processing of data relating to health and to suspected offences, offences, criminal convictions or security measures,

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Article 27.2.(b) Processing operations intended to evaluate personal aspects relating to the data subject,

n/a

Article 27.2.(c) Processing operations allowing linkages not provided for pursuant to national or Community legislation between data processed for different purposes,

n/a

Article 27.2.(d) Processing operations for the purpose of excluding individuals from a right, benefit or contract,

n/a

Other (general concept in Article 27.1)

n/a

17/ Comments

1) Date of submission:

10) Comments if applicable:

Incidents are defined as:

- Violations of public order and safety
- Criminal and Terroristic incidents

36) Do you publish / distribute / give access to one or more printed and/or electronic directories?

Personal Data contained in printed and/or electronic directories of users and access to such directories shall be limited to what is strictly necessary for the specific purposes of the directory.

If Yes, please explain what is applicable.

37) Complementary information to the different questions if applicable, including attachments to this notification which should not be public :

PLACE AND DATE:27/11/2008

DATA PROTECTION OFFICER: Administrator

INSTITUTION OR BODY:European Commission