

*(To be filled out in the EDPS' office)*  
**REGISTER NUMBER: 1076**

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**NOTIFICATION FOR PRIOR CHECKING**

**DATE OF SUBMISSION: 28/06/2013**

**CASE NUMBER: 2013-0763**

**INSTITUTION: EDA**

**LEGAL BASIS: ARTICLE 27-5 OF THE REGULATION CE N° 45/2001<sup>(1)</sup>**

**INFORMATION TO BE GIVEN<sup>2</sup>**

1/ NAME AND ADDRESS OF THE CONTROLLER

IGNACIO JESUS SAN MILLAN MAESO  
RUE DE DRAPIERS 17-23  
1050-IXELLES, BRUSSELS (BELGIUM)

2/ ORGANISATIONAL PARTS OF THE INSTITUTION OR BODY ENTRUSTED WITH THE PROCESSING OF PERSONAL DATA

The Security & Contracting Units of EDA

3/ NAME OF THE PROCESSING

MANAGEMENT OF FSC

4/ PURPOSE OR PURPOSES OF THE PROCESSING

This operation serves the purpose of ensuring that access to EUCI (EU classified information) is granted only to Industry or other entities, who have been security cleared to the relevant level.

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<sup>1</sup> OJ L 8, 12.01.2001.

<sup>2</sup> **Please attach all necessary backup documents**

5/ DESCRIPTION OF THE CATEGORY OR CATEGORIES OF DATA SUBJECTS

- Facility Security Officers (FSO) of potential contractors needing access to EU CI, and of contractors and subcontractors which have signed classified contracts with EDA.

6/ DESCRIPTION OF THE DATA OR CATEGORIES OF DATA (*including, if applicable, special categories of data (Article 10) and/or origin of data*).

- FSO's name
- FSO's phone, fax and email.

7/ INFORMATION TO BE GIVEN TO DATA SUBJECTS

See attachment

8/ PROCEDURES TO GRANT RIGHTS OF DATA SUBJECTS

(Rights of access, to rectify, to block, to erase, to object)

Data subjects can exercise their rights concerning access, rectification, blocking, erasure and objection of their personnel data to the Data Controller in [security@eda.europa.eu](mailto:security@eda.europa.eu) or to the address:

HEAD OF THE EDA SECURITY UNIT  
RUE DE DRAPIERS 17-23  
1050-IXELLES, BRUSSELS (BELGIUM)

Or to the EDA Data Protection Officer, in the same address as above or by e-mail to [dpo@eda.europa.eu](mailto:dpo@eda.europa.eu).

Data subjects will receive answer within 3 months from the receipt of the request.

9/ AUTOMATED / MANUAL PROCESSING OPERATION

All processing operations are manual.

10/ STORAGE MEDIA OF DATA

All personnel data regarding FSC is stored in the Security container of the Security Office and in containers of the Contracting Unit and in the Stand-alone computer of the Security office.

11/ LEGAL BASIS AND LAWFULNESS OF THE PROCESSING OPERATION

Article 11, and Annex V of Council Decision 2011/2921/EU of 31 March 2011 on the security rules for protecting EU classified information.

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

EDA participating Member States' National Security Authorities/ Designated Security Authorities and Security Offices of Third States and International Organizations with whom EDA has signed Security of Information Agreements and/or Security Arrangements.

13/ RETENTION POLICY OF (CATEGORIES OF) PERSONAL DATA

EDA TEMPORARY CONTRACTORS' PERSONNEL: UP TO 1 MONTH AFTER TERMINATION OF THE CONTRACTUAL OBLIGATIONS.

13 A/ TIME LIMIT TO BLOCK/ERASE ON JUSTIFIED LEGITIMATE REQUEST FROM THE DATA SUBJECTS

FOR THE BLOCKING: UP TO 1 MONTH AFTER RECEPTION OF THE REQUEST FROM THE DATA SUBJECT.

FOR THE ERASURE: UP TO 1 MONTH AFTER RECEPTION OF THE REQUEST FROM THE DATA SUBJECT

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

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.*

NIL

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

SHOULD BE NEEDED, IT WILL BE TRANSFERRED EXCLUSIVELY TO NATIONAL SECURITY AUTHORITIES/ DESIGNATED SECURITY AUTHORITIES AND SECURITY OFFICES OF THIRD STATES AND INTERNATIONAL ORGANIZATIONS WITH WHOM EDA HAS SIGNED SECURITY OF INFORMATION AGREEMENTS AND/OR SECURITY ARRANGEMENTS

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,*

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PCN-EDA-14-FSC

17/ COMMENTS

PLACE AND DATE: BRUSSELS, 25 JUNE 2013

DATA PROTECTION OFFICER: ALAIN-PIERRE LOUIS

INSTITUTION OR BODY: EDA