

EDPS record of processing activity

Record of EDPS activities processing personal data, based on Article 31 of 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, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC.

Nr.	Item	Description
		Journalists mailing list
1.	Last update of this record	19-09-2018
2.	Reference number	41
3.	Name and contact details of controller	European Data Protection Supervisor (EDPS) Postal address: Rue Wiertz 60, B-1047 Brussels Office address: Rue Montoyer 30, B-1000 Brussels Telephone: +32 2 283 19 00 Email: edps@edps.europa.eu Responsible department or role: Information and Communication Sector, contact e-mail: PresseEDPS@edps.europa.eu Contact form for enquiries on processing of personal data to be preferably used: https://edps.europa.eu/node/759
4.	Name and contact details of DPO	DPO@edps.europa.eu
5.	Name and contact details of joint controller (where applicable)	Not applicable.
6.	Name and contact details of processor (where applicable)	Not applicable.



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7.	Purpose of the processing	The processing of personal data serves the purpose of establishing a list of email addresses of journalists to whom the EDPS press releases and invitations to press conferences are sent.
8.	Description of categories of persons whose data the EDPS processes and list of data categories	Journalists and stakeholders who explicitly ask to be registered on the contact list. The personal data that appears in the list are the following: name, surname, name of the media or organisation, e-mail address and, if also provided by the data subject, telephone and fax number.
9.	Time limit for keeping the data	Subscribers' contact data are stored until a subscriber asks to be removed from the list.
10.	Recipients of the data	Members of the Information and Communication sector, on a need-to-know basis
11.	Are there any transfers of personal data to third countries or international organisations? If so, to which ones and with which safeguards?	There are no transfers of personal data to third countries or international organisations.
12.	General description of security measures, where possible.	The data are stored in one single Excel-file saved on a secured drive of the EDPS IT network infrastructure (provided by European Parliament), which is password protected and accessible only to the members of the Information and Communication Sector.
13.	For more information, including how to exercise your rights to access, rectification, object and data portability (where applicable), see the data protection notice:	Data protection notice available on the EDPS website https://edps.europa.eu/data-protection/our-work/publications/other-documents/41-edps-data-protection-notice-journalists_en

