REQUEST FOR INFORMATION OR ADVICE SUBMITTED TO THE EDPS

DATA PROTECTION NOTICE

The Information and Communication Sector of the EDPS collects the data of individuals who contact the EDPS with requests for information or advice with the purpose of providing them with this information or advice.

We process your personal data based on Regulation (EU) 2018/1725 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data by the Union institutions and 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.

The following information is provided as established in Articles 15 and 16 of Regulation (EU) 2018/1725.

Who is the controller?
The controller is the European Data Protection Supervisor (EDPS).
For more information on the EDPS please consult our website.

What personal data do we process and who can access it?
The personal data processed are principally:

- name and surname
- email address
- name of the organisation
- postal address, telephone and fax number (if spontaneously provided by the data subject)

Your data might be transferred to other EU institutions and bodies or to any third parties, but only where necessary to ensure the appropriate handling of your request.

Where did we get your personal data?
Individuals who contact the EDPS with requests for information or advice provide the members of the Information and Communication Sector with their contact details. This allows the EDPS to respond with the information or advice requested.

Why do we process your personal data and under what legal basis?
The EDPS processes the data of those who contact the institution with requests for information or advice under the following legal basis:
it is necessary for performance of tasks in the public interest attributed by EU or Member State legislation

consent

How long do we keep your personal data?
Data will be stored by the EDPS in electronic and paper files for a maximum of ten years.

What are your rights regarding your personal data?
You have the right of access to your personal data and to relevant information concerning how we use it. You have the right to rectify your personal data. Under certain conditions, you have the right to ask that we delete your personal data or restrict its use. You have the right to object to our processing of your personal data, on grounds relating to your particular situation, at any time. We will consider your request, take a decision and communicate it to you.

You can send your request to the EDPS by post in a sealed envelope or use our contact form on the EDPS website (see section on contact details below).

How to withdraw your consent and the consequences of doing this
Individuals can send an email to edps@edps.europa.eu expressing their withdrawal of consent. Appropriate action will be taken.

You have the right to lodge a complaint
If you have any remarks or complaints regarding the way we process your personal data, we invite you to contact the EDPS DPO (see section on contact details below).

You have, in any case, the right to lodge a complaint with the EDPS as a supervisory authority: https://edps.europa.eu/data-protection/our-role-supervisor/complaints_en.

Contact details for enquiries regarding your personal data
We encourage you to contact us using the EDPS contact form, selecting ‘My personal data’ as the relevant subject: https://edps.europa.eu/node/759

If you wish to contact the EDPS DPO personally, you can send an e-mail to EDPS-DPO@edps.europa.eu or a letter to the EDPS postal address marked for the attention of the EDPS DPO.

EDPS postal address: European Data Protection Supervisor, Rue Wiertz 60, B-1047 Brussels, Belgium

You can also find contact information on the EDPS website: https://edps.europa.eu/about-edps/contact_en.