



TRANSMISSION OF PERSONAL DATA TO BELGIAN AUTHORITIES WITH THE PURPOSE TO OBTAIN ACCESS TO BELGIAN PUBLIC WEBSITES

DATA PROTECTION NOTICE

This data protection notice refers to the processing of EDPS staff's and their family members' personal data with a view to provide access to all federal public sites, and certain local sites, including the 'Ma Santé' portal, relevant in the context of the COVID-19 certificate (proof of vaccination, a recent negative test or recovery in the past six months). In order to allow EDPS staff's and their family members' access to the 'digital key' (a user name and password) granting access to all Belgian federal public sites and some local sites, certain personal data have to be transferred to Belgian authorities.

The European Data Protection Supervisor (EDPS) processes personal data based on Regulation (EU) 2018/1725 of the European Parliament and of the Council on the protection of individuals 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 Regulation').

We provide you with the information that follows based on Articles 15 and 16 of the Regulation.

Who is the controller?

The controller is the EDPS. For more information on the EDPS, please consult our website: <https://edps.europa.eu>.

The unit responsible is the Human Resources Business and Administration Unit. Contact details are the following: edps-covid-certificate@edps.europa.eu.

The **processor** of this processing activity is the European Commission (EC), and more specifically the DG.HR.A, and the EC's Medical Service.

What personal data do we process and who has access to this personal data?

The list of categories of personal data that will be collected and transmitted to the Belgian authorities by EC DG HR.D1 related to the staff member and the family in the framework of the access to the digital key for staff residing in Belgium is the following:

- For officials and other servants: personal ID, full name, date of birth, national registration number (NISS/BIS), and email address.
- For staff family members: full name, date of birth, relation with the staff member, national registration number (NISS/BIS), and email address (if available).

Access to these personal data is provided to the EDPS and EC staff responsible for carrying out this processing operation and to authorised staff according to the "need to know" principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

Belgian DG Digital Transformation of the Federal Public Service Strategy and Support (*La DG Transformation digitale du Service Public Fédéral Stratégie et Appui* - hereinafter, 'BOSA') will have access to the above-mentioned personal data that are transmitted.

Where did we get your personal data?

The above-mentioned personal data are available in SYSPER and were collected directly from staff member(s). If not in SYSPER, personal data might be provided by you (staff or family member(s)).

Why do we process your personal data and under what legal basis?

The purpose of this processing activity is to collect and transmit the above-mentioned personal data to the relevant Belgian authority with a view to obtain the 'digital key' (a user name and password) granting access to all federal public sites, and certain local sites, including the 'Ma Santé' portal, relevant in the context of Covid-19 certificates.

The transmission of the above-mentioned personal data to the Belgian authority (both for the EDPS staff members and their family members), is based on **consent** - Article 5(1)(d) of the Regulation.

The legal basis for these processing activities is the following: Service Level agreement signed on 17.12.2017 by DG HR of the EC and the EDPS.

How long do we keep your personal data?

These personal data, stored in SYSPER, are kept for a maximum of 8 years after the extinction of all the rights as an employee of the EDPS.

The Belgian authority receiving these personal data will process them in order to provide access to all federal public sites and some local sites. The applicable retention period of personal data is established by the Belgian authority managing access to the above-mentioned Belgian platforms.

What are your rights regarding your personal data?

You have specific data protection rights as provided for in Chapter III (Articles 14-25) of the Regulation. More specifically, you have the right to request access to your personal data and to relevant information on how we use this data. You have the right to request the rectification of your personal data. You have the right to ask that we delete your personal data or restrict its use. We will consider your request, take a decision and communicate it to you.

You can exercise your rights by contacting the data controller and/or Data Protection Officer (DPO). 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](#)).

You can withdraw your consent at any time by writing to this email address: edps-covid-certificate@edps.europa.eu. Please note that withdrawing your consent does not affect the lawfulness of processing based on consent before its withdrawal.

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 (DPO@edps.europa.eu).

You have, in any case, the right to lodge a complaint with the EDPS as 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: https://edps.europa.eu/about-edps/contact_en.

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