



PARTICIPATION OF THE STAFF COMMITTEE IN THE JOINT ADVISORY COMMITTEE OPERATIONS

DATA PROTECTION NOTICE

We process your personal data based on 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.

We provide the following information based on Articles 15 and 16 of the Regulation.

Who is the controller?

The controller is the European Data Protection Supervisor (EDPS).

Responsible department or role:

EDPS Staff committee: EDPS-Staff-Committee@edps.europa.eu

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

What personal data do we process and who can access it?

The SC (one SC member) participates in the Joint Advisory Committee's operations pursuant to EDPS Decision of 26 November 2007 concerning promotions ("EDPS Promotion Decision").

Pursuant to the above Decision, an official who wishes to contest the decision concerning the list of officials eligible for promotion, or the decision to promote, may submit an 'appeal' to the Joint Advisory Committee. The Joint Committee shall consist of two members, one appointed by the Management Board and the other from amongst the members of the Staff Committee. The Joint Committee shall deliver a reasoned opinion within 10 working days of receipt of the request. It may consult whomever it wishes and request any document or written information which it considers relevant.

Pursuant to Article 5 of the EDPS Promotion Decision, the Joint Committee shall send the opinion to the Head of the Human Resources Unit, who in turn shall forward it to the Management Board and to the official who submitted the complaint.

In carrying out this function, the Staff Committee member involved and the Staff Committee itself may receive and process personal information concerning the evaluation of the member of the staff involved or other staff members referred to in the complaint.

The categories of personal data dealt with are those brought voluntarily to the attention of the Staff Committee by the staff member concerned or further requested by the Joint Committee, in

relation with the claims brought up by the complainant. This includes name, function, contact details; information concerning the professional activities of the staff members directly or indirectly concerned (e.g., tasks performed, evaluation by hierarchy, comparative assessment, etc.). It cannot be excluded that sensitive data may be collected and processed, if and where they are brought forward in the complaint.

Where did we get your personal data?

Personal data processed are as a rule the ones provided by the EDPS staff member him/herself. Other personal data concerning the staff member can be provided to the SC member participating in the Joint Advisory Committee by the EDPS as institution in charge of the promotion decision.

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

The provision of personal data is a statutory requirement. The SC (one SC member) participates in the Joint Advisory Committee's operations pursuant to EDPS decision of 26 November 2007 concerning promotions ("EDPS Promotion Decision").

The applicable legal ground under the new Regulation is Article 5(a): necessary for performance of tasks in the public interest attributed by EU or MS legislation, in conjunction with Articles 4 and 5 of the EDPS Promotion Decision.

How long do we keep your personal data?

If transmitted by e-mail, the personal information is stored as a rule in the functional mailbox of the Staff Committee, the e-file and/or the paper file for the maximum period of the duration of the appointed Staff Committee plus one year. In case of appeals before the Courts, the data will be retained until the Courts have finally settled the case.

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.

Restrictions to the general right of access may apply pursuant to Article 25(h) of the new Regulation if disclosure of such information would undermine the protection of the data subject or of the rights and freedoms of others (e.g. concerning individual opinions or statements of the members of the Committee).

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 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 have recourse to 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, we suggest that you send an e-mail to 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 find complete contact information on the EDPS website: https://edps.europa.eu/about-edps/contact_en.