



EUROPEAN DATA PROTECTION SUPERVISOR

EXCHANGE OF INFORMATION VIA EU SEND

DATA PROTECTION NOTICE

EU Send is a web based platform that allows exchanging messages with large attachments in a secure way.

The EDPS has preconfigured EU Send for sending messages between the EDPS and other EU institutions, bodies and agencies (EUIBA)'s Data Protection Officers, among the members of the DPOs network and between the EDPS and other EUIBA's data controllers.

EU Send is made available by the European Commission (EC), who has approved this tool for sensitive, non-classified data (compliant with the [Commission Decision \(2017/46\) on security of IT systems in the EC](#)).

Personal data is processed in accordance with [Regulation \(EU\) 2018/1725](#) (hereinafter '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 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

Delegated controller: Technology & Privacy Unit, EDPS-IT@edps.europa.eu

Contact form for enquiries on processing of personal data to be preferably used: https://www.edps.europa.eu/about-edps/contact_en.

Access to the EU Send application is provided upon authentication via EU-Login.

The European Commission - Informatics (DG DIGIT) is the controller for processing of personal data via EU-Login.

Contact: DIGIT-DATA-PROTECTION-COORDINATOR@ec.europa.eu

For more information, please refer of the EC record [DPR-EC-03187.1](#) and the [EU-login privacy statement](#).

Who is/are the processors?

European Commission
Directorate-General for Informatics
Operational controller: Head of Unit DIGIT.B.3

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

The necessary data for EDPS staff and staff of other EUIBAs, to access the EU Send application (authenticating via EU-Login) are:

- identification data: First and Last name, Email address, EU Login Unique ID, Role and Organization, Business specific identifier (traceable to a natural person(s) and/or organization) and link between type of transaction and type of message exchanged;
- log data about the performed operations (for troubleshooting and security auditing purposes).

We process personal data of:

- EDPS staff involved in the administration of EU Send;
- EDPS staff involved in the DPOs network;
- EDPS staff involved in data breach notifications;
- Members of the DPOs network from other EUIBAs, which are users of EU Send;
- Other EUIBA's data controllers.

Personal data can be accessed by EC DIGIT in order to allow for the fulfilment of the above-mentioned purposes.

Domain administrators can see messages subject (but not the content) as well as the sender and recipient, when performing some particular maintenance operations. Users are advised not to include in the message subject sensitive non-classified information.

Where did we get your personal data?

Personal data is collected directly from the users themselves (users generate personal data through their use of EU Send) or from the EUIBAs.

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

The **overall purpose** of the processing is to allow the exchange of sensitive, non-classified data (SNC) between the EDPS and other EUIBA's DPOs, among the members of the DPOs network and between the EDPS and other EUIBA's data controllers. The aforementioned EU Send users have access to EU Send through EU Login and can send messages themselves.

The legal basis for the generic access and use of EU Send is Article 5(1)(a) ("*necessary for the performance of a task carried out in the public interest*") of the Regulation.

How long do we keep your personal data?

There is a different retention period per data category, depending on the processing activity, specifically:

- Identification data: First and Last name, EU Login Unique ID, Role, Organisation, Email address, Business specific identifier (traceable to a natural person(s) and/or organisation) and link between type of transaction and type of message exchanged are retained and processed for as long as they are necessary for the exchange of messages, until the EU Send Provider is notified to remove them
- Log data for troubleshooting and security auditing purposes is retained and processed up to 6 months, but certain log data is kept up to 12 months for security auditing purposes, unless there is an explicit requirement or request to do otherwise from the domain owner
- Messages exchanged on EU Send will be kept for a period of 12 weeks
- The retention period of diagnostic data such as internet connectivity data (access logs) for the purpose of IT security investigations is one year.

For the retention period applicable to EU-Login, please refer of the EC record [DPR-EC-03187.1](#) and the [EU-login privacy statement](#).

What are your rights regarding your personal data?

You have the right to request access to your personal data and to relevant information concerning how we use it. You have the right to request rectification of your personal data. You have the right to ask for the erasure of your personal data or to restrict its processing. You have the right to object to the processing of your personal data, on grounds relating to your particular situation, at any time.

Please note that, in certain cases, as provided in Article 25 of the Regulation, restrictions of data subjects' rights may apply.

We will consider your request, take a decision and communicate it to you. The time limit for treating your request is one (1) month. This period may be extended by two (2) further months where necessary, taking into account the complexity and the number of the requests. In those cases, the EDPS will inform you of the extension within one (1) month of receipt of your request and will provide reasons for the delay.

You can send your request to the EDPS electronically or by post (see section on contact details below).

Automated decision-making

Your personal data is not subject to automated decision-making.

You have the right to lodge a complaint

If you have any remarks or complaints regarding the way EDPS processes your personal data, we invite you to contact the responsible department or role or the EDPS DPO (see section on contact details on the first page and 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://www.edps.europa.eu/about-edps/contact_en.

If you wish to contact the EDPS DPO personally, you can 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 also find contact information on the EDPS website:
https://edps.europa.eu/about-edps/contact_en.