

SUPERVISORY COMMITTEE



Head of Secretariat

PRIVACY NOTICE

General inquiries and contacts

1. DESCRIPTION OF THE PROCESSING OPERATION

The controller is the Secretariat of the Supervisory Committee of OLAF ('the Secretariat').

The Supervisory Committee receives questions of a general nature relating to the Committee's work, mission and powers. Individuals submit questions and requests ("correspondence") mainly through the mailbox address available on the webpage of the Supervisory Committee (OLAF-FMB-supervisory-committee@ec.europa.eu) or by post. The Secretariat registers such correspondence and any replies to it, on behalf of the Supervisory Committee. The Secretariat processes identification and contact data as well as other categories of personal data, contained in correspondence for the purpose of providing a reply. Depending on the nature of the information contained therein, the Secretariat may forward the correspondence received to other EU services, competent to handle it in accordance with their own rules and procedures. In particular, the Secretariat may transfer relevant information to OLAF if it concerns potential fraud or irregularities affecting the EU budget. The Secretariat does not process personal data for an automated decision-making, including profiling. If the electronic correspondence received does not relate to the work and mission of the Supervisory Committee and/or does not require a reply or any kind of action, the Secretariat does not register that correspondence. In accordance with the Commission's internal rules, unregistered emails are automatically deleted after six months.

2. LEGAL BASIS FOR THE PROCESSING

The Secretariat processes personal data in accordance with Article 5(1)(a) of Regulation (EU) No 2018/1725 (the processing is necessary for the performance of a task carried out in the public interest). The legal basis is Articles 15(1) ('good governance') and 298 ('open, efficient and independent European administration') of the TFEU and Article 41 of the European Charter of Fundamental Rights ('Right to good administration') as well as the Code of good administrative behaviour (Commission decision 2000/633/EC –OJ 20.10.2000 L 267/63).

3. CATEGORIES OF PERSONAL DATA COLLECTED

The Secretariat collects the identification and contact data you provided in your correspondence. Your correspondence may also contain other categories of your personal data or of other persons, whose names may appear in relevant documentation/files related to the matter of your correspondence.

4. WHO HAS ACCESS TO YOUR INFORMATION AND TO WHOM IS IT DISCLOSED?

Members of the Supervisory Committee and the staff members of the Secretariat responsible for handling the specific request have access to your personal data. Depending on the nature of the information, you have provided the Secretariat may further transmit your data to other EU competent services such as OLAF.

5. HOW DO WE PROTECT AND SAFEGUARD YOUR INFORMATION?

In order to protect your personal data, a number of technical and organisational measures have been put in place. Technical measures include appropriate actions to address online security, risk of data loss, alteration of data or unauthorised access, taking into consideration the risk presented by the processing and the nature of the data being processed. Organisational measures include restricting access to the data to authorised persons on a need to know basis.

6. HOW LONG DO WE KEEP YOUR DATA?

Your data will be stored for a maximum of 5 years after reception, unless they relate to the Supervisory Committee's monitoring function and will be stored for a maximum of 5 years after completion of the specific monitoring activity.

7. WHAT ARE YOUR RIGHTS AND HOW CAN YOU EXERCISE THEM?

You have the right to obtain access to, rectification or erasure, or restriction of processing of your personal data and to object to their processing on grounds relating to your particular situation. Any request to exercise one of those rights should be directed to:

Head of the Secretariat of the Supervisory Committee of OLAF:
Rue Joseph II, 30
B -1049- Brussels Belgium

The controller may apply exceptions in accordance with Regulation (EU) 2018/1725 and restrictions based on Article 25 thereof in accordance with the relevant Commission Decision.

8. CONTACT DETAILS OF THE DATA PROTECTION OFFICER

You may contact the Data Protection Officer of the Secretariat (OLAF-FMB-DPO@ec.europa.eu) with regard to issues related to the processing of your personal data under Regulation(EU)2018/1725.

Data Protection Officer
European Anti-Fraud Office (OLAF)
Rue Joseph II, 1049 Brussels
Belgium

9. RIGHT OF RECOURSE

You have the right to have recourse to the European Data Protection Supervisor (edps@edps.europa.eu) if you consider that your rights under Regulation (EU)2018/1725 have

been infringed as a result of the processing of your personal data by the Supervisory Committee.