

PRIVACY STATEMENT

for the processing operation - AEOS Access Control to EDA premises

1. INTRODUCTION

This Privacy Statement describes the measures taken to protect your personal data with regard to the action involving the present data processing operation and what rights you have as a data subject.

EDA protects the fundamental rights and freedoms of natural persons and in particular their right to privacy with respect to the processing of personal data (Article 1.1 of Regulation No 2018/1725).

2. CONTROLLER OF THE PROCESSING OPERATION

European Defence Agency
Rue des Drapiers 17-23
B-1050 Brussels
www.eda.europa.eu

3. PURPOSE OF THE PROCESSING

This set of processing operations related to the functions of the AEOS Access Control System has the purpose of ensuring the physical protection and security of buildings and staff.

They furthermore serve the following specific purposes:

- to manage the access badges for EDA Staff and external visitors, access control of all persons in possession of a permanent EDA badge;
- to control access of individuals with vehicles;
- to manage the SALTO locks' keys to individual offices;
- to manage and control access to EDA meeting rooms.

4. DATA PROCESSED

Data processed includes:

- Name (last and first)
- Title
- Gender
- Telephone (mobile/fixed)
- Email address
- Personnel N°
- Department

No personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, trade-union membership, and of data concerning health or sex life, are collected, and therefore processed.

5. RECIPIENTS OF THE DATA
Staff of the Security and Infrastructure Unit/Corporate Services Directorate.
6. PROTECTION AND SAFEGUARDING OF THE DATA
All data regarding access is stored in the EDA Data Center. Through its state of the art system the controller has implemented appropriate technical and organisational measures to ensure a level of security appropriate to the risks represented by the processing and the nature of the personal data to be protected.
7. RIGHT OF ACCESS AND RECTIFICATION OF THE DATA
Data subjects have the right to access their personal data and the right to correct any inaccurate or incomplete personal data, as well as to request the removal of their personal data, which will be implemented within 15 working days after the request has been deemed legitimate. If the data subject has any queries concerning the processing of his/her personal data, s/he may address them to the data controller at the following mailbox: sec-infra-support@eda.europa.eu
With regard to blocking and/or erasure: up to 1 month from the receipt of the request from the data subject.
8. TIME LIMIT FOR STORING DATA
Up to 1 month after termination of contract and/or last visit.
9. LEGAL BASIS FOR THE PROCESSING OPERATION
Article 5(a) of Regulation 2018/1725; Article 31 of Council Decision (CFSP) 2015/1835 of 12 October 2015 defining the statute, seat and operational rules of the European Defence Agency.
10. CONTACT DPO
In case you have any questions or queries concerning data protection at the European Defence Agency, you can also contact the Data Protection Officer at dataprotection@eda.europa.eu .
11. RECOURSE TO EDPS
As a data subject you have the right to have recourse at any time to the European Data Protection Supervisor (http://www.edps.europa.eu) at edps@edps.europa.eu .
12. ADDITIONAL INFORMATION
More information on Data Protection at the European Defence Agency can be obtained on our public website https://www.eda.europa.eu/Aboutus/how-we-work/data-protection .

