

PRIVACY STATEMENT

For Communication Database

(EDA hard copy magazine and e-newsletter)

<p>1. INTRODUCTION</p> <p>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.</p> <p>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).</p>
<p>2. CONTROLLER OF THE PROCESSING OPERATION</p> <p>EUROPEAN DEFENCE AGENCY Rue des Drapiers 17-23 B-1050 Brussels www.eda.europa.eu</p>
<p>3. PURPOSE OF THE PROCESSING</p> <p>The purpose of the processing operation is to provide information to the public, to keep stakeholders informed of the activities of the European Defence Agency and to allow participation, serving the principle of public information and transparency. Personal data is processed in order to send e-news and postal sending of hard-copy EDA magazines and to allow registration for conferences and forums for data subjects interested in EDA activities.</p>
<p>4. DATA PROCESSED</p> <p>Data processed are the following:</p> <p>For e-news:</p> <ul style="list-style-type: none"> - First and last name; - E-mail address; <p>Additional information needed for the paper magazine:</p> <ul style="list-style-type: none"> - Postal address <p>The following additional data may be processed for further customer relations management:</p> <ul style="list-style-type: none"> - additional personal information (organization, department, job title); - additional contact information (phone, fax, website)
<p>5. RECIPIENTS OF THE DATA</p> <p>The internal recipients of the data are the Media and Communication Unit (MCU), the EDA assistants and the IT Unit.</p> <p>The MCU commissions an external contractor (through a framework contract for communications services) for the postal sending operations of the EDA magazine in print, in case the subscriber has expressed the wish to receive such publication.</p>

6. PROTECTION AND SAFEGUARDING OF THE DATA

Data is processed in accordance with the high security standards established by EDA. Personal data within the EDA network is restricted so that only staff can access, as relevant.

7. RIGHT OF ACCESS AND RECTIFICATION OF THE DATA

The Media and Communication Unit, with the support of the IT Unit, is the manager of the database.

Every request of unsubscrition/cancellation is automatically treated within two working days.

Additionally, 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: info@eda.europa.eu.

In the event of a data subject requesting his/her data to be blocked/erased the Media and Communication Unit complies with such a justified request, with the support of the IT Unit, within 15 working days after the request will have been deemed legitimate. There is always the possibility to unsubscribe on each of our e-news. Same process applies when we received magazines back through postal service.

8. TIME LIMIT FOR STORING DATA

Data will be kept in the database for the purposes outlined above until the data subject expresses his/her wish to be deleted from the database:

- an annual email reminder is sent to all data subjects informing them that are included in EDA's database and providing this Privacy Statement;
- every e-newsletter sent via the EDA communication database contains an unsubscribe option; the data of the data subject requesting to unsubscribe is subsequently deleted from the database;
- emails that are returned to the sender will be deleted from the database.

9. LEGAL BASIS FOR THE PROCESSING OPERATION

- Article 5 (d) 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>.