

PRIVACY STATEMENT

for the processing operation of personal data related to the management of Facility Security Clearance (FSC)

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
Security & Infrastructure Unit
Rue des Drapiers 17-23
B-1050 Brussels
www.eda.europa.eu

3. PURPOSE OF THE PROCESSING

This operation serves the purpose of ensuring that access to EUCI (EU classified information) is granted only to industry or other external entities which can protect EUCI at the appropriate classification level (CONFIDENTIEL UE/EU CONFIDENTIAL or SECRET UE/EU SECRET) within their facilities and which have consequently been security cleared to the relevant level. All contractors who are required to handle or store information at this classification level within their facilities, either during the performance of the classified contract itself or during the pre-contractual stage, must hold a Facility Security Clearance (hereinafter 'FSC') at the required level.

4. DATA PROCESSED

Name, First name, contact details (address, phone, fax, email) of the Facility Security Officer (FSO) of potential bidders and contractors.

5. RECIPIENTS OF THE DATA

Security Unit interacts internally and externally in the tendering and/or awarding phases of classified contracts for the receipt and confirmation of FSC documents and the recipients to whom data might be disclosed are the following (on a case by case basis according to the Security provisions of the contracts):

- Internal recipients: Procurement & Contracting Unit
- External recipients: EDA participating Member States' National Security Authorities/ Designated Security Authorities

6. PROTECTION AND SAFEGUARDING OF THE DATA

Having regard to the state of the art and the cost of their implementation, 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.

Such measures have been taken in particular to prevent any unauthorised disclosure or access, accidental or unlawful destruction or accidental loss, or alteration, and to prevent all other unlawful forms of processing. Data are processed in specific administrative areas both in the Security and Contracting departments, the access to which is very limited and only made possible with prior authorization and need-to-know principle (salto electronic access control systems has been implemented for years in EDA). FSC information sheets and certificates are kept in locked safes if printed.

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 mailbox

E-mail: security@eda.europa.eu

or to the address:

European Defence Agency
Corporate Service Directorate
Security & Infrastructure Unit
Rue des Drapiers 17-23
B-1050 Brussels
www.eda.europa.eu

8. TIME LIMIT FOR STORING DATA

With the exception of extract of judicial records which kept for maximum 2 years, personal data contained in procurement documents are kept for 5 years from year of discharge in accordance with the general Procurement notification form and with EDA procurement archiving policy.

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>.