



## DATA PROTECTION NOTICE

### EUAA Monitoring Network

#### 1. Introduction

The European Union Agency for Asylum (hereinafter ‘the EUAA’ or ‘the Agency’) is committed to protecting your privacy. The EUAA collects and further processes personal data pursuant to [Regulation \(EU\) 2018/1725](#)<sup>1</sup> (hereinafter ‘the EUDPR’).

This Data Protection Notice explains *inter alia* the reasons for the processing of your personal data, the way we collect, handle and ensure protection of your personal data and what rights you have in relation to your personal data. It also specifies the contact details of the responsible Data Controller with whom you may exercise your rights, as well as of the Data Protection Officer (DPO) and the European Data Protection Supervisor (EDPS) to which you may have recourse as well to exercise the said rights.

#### 2. Why and how do we process your personal data?

Your personal data is processed for the purpose of managing the EUAA Monitoring Network (hereinafter also referred to as ‘the Network’).

The Network is made up of focal points from:

- the EUAA staff;
- the European Union (EU) Member States bound by the EUAA Regulation, i.e., National Monitoring Coordinators<sup>2</sup> (hereinafter ‘NMCs’), engaged in the EUAA activities on monitoring;
- the European Commission;
- the United Nations High Commissioner for Refugees (UNHCR);

The Justice and Home Affairs (JHA) Agencies, primarily the European Border and Coast Guard Agency (Frontex) and the European Union Agency for Fundamental Rights (FRA) on an ad hoc basis to provide technical expertise. More specifically, personal information, including contact details, about officials in the Member States that will serve as NMCs for the EUAA Monitoring Network is collected through a ‘Call for the nomination of National Monitoring Coordinators’, which is distributed by the EUAA Management Board Secretariat, via e-mail, to the Management Board. The NMCs are the interface between the Member States and the EUAA Monitoring Network. The information is processed in order to facilitate communication within the EUAA Monitoring Network and to support the consultations for the purposes of the monitoring and the implementation thereof.

The European Commission and UNHCR are contacted separately, by e-mail, to appoint focal points.

---

<sup>1</sup>. Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC, OJ L 295, 21.11.2018, p. 39-98.

<sup>2</sup>. Each Member State may appoint one primary NFP and one alternate.





All relevant data are maintained in a table in an excel file. The data contained in the table may be updated upon request of each Member State or other nominating entity (e.g. the European Commission).

### **3. On what legal ground(s) do we process your personal data?**

We process your personal data on the basis of the certain provisions of the [Regulation \(EU\) 2021/2303](#)<sup>3</sup> (hereinafter 'the EUAA Regulation').

The EUAA Regulation introduces, in Article 14 thereof, the monitoring mechanism for the purpose of monitoring the operational and technical application of the CEAS in order to prevent or identify possible shortcomings in their asylum and reception systems and to assess their capacity and preparedness to manage situations of disproportionate pressure so as to enhance the efficiency of those systems. In order to achieve these goals, an EUAA Monitoring Network is established to elaborate on the technical aspects of the monitoring mechanism.

Consequently, the processing operation is lawful under Article 5(1) point (a) of the EUDPR given that it is necessary for the performance of the tasks that the Agency has been vested with for the purpose of fulfilling its mandate by virtue of the EUAA Regulation.

### **4. Which personal data do we collect and further process?**

The following (categories of) personal data may be processed:

- Name and surname;
- Job title/description of job functions;
- Professional e-mail address and phone number.

### **5. How long do we keep your personal data?**

Personal data identified in point 4 are kept for 2 years, unless they are deleted at an earlier point in the event that the data subject concerned is no longer a designated focal point.

### **6. How do we protect and safeguard your personal data?**

All personal data in electronic format (e-mails, documents, etc.) are stored in folders with restricted access in the internal document management system of the EUAA, i.e., the ERDMS, on the servers of the Agency. In order to protect your personal data, the EUAA has put in place a number of technical and organisational measures as required under Article 33 of the EUDPR. 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 personal data being processed. Organisational measures include restricting access to the personal data solely to authorised persons with a legitimate need to know for the purposes of this processing operation.

---

<sup>3</sup>. Regulation (EU) 2021/2303 of the European Parliament and of the Council of 15 December 2021 on the European Union Agency for Asylum and repealing Regulation (EU) No 439/2010, OJ L 468, 30.12.2021, p. 1-54.



## **7. Who has access to your personal data and to whom are they disclosed?**

The following (categories of) recipients may have access to your personal data:

- EUAA personnel within the Management Board Secretariat and the EUAA Monitoring Unit;
- Other EUAA personnel on a need-to-know basis, including personnel of the Information & Communications Technology Unit (ICTU), for security-related purposes;

Some of the personal data listed above, such as your name and surname, your job title and professional e-mail address, may be shared with other members of the EUAA Monitoring Network and/or members of other EUAA thematic networks, on a need-to-know basis and in the context of the monitoring mechanism.

## **8. Do we transfer any of your personal data to third countries or international organisations (outside the EU/EEA)?**

This processing activity does not entail any transfers of personal data to third countries outside the EU/EEA. However, it may entail transfers of your contact details to international organisations (within the meaning of Article 3(21) of the EUDPR), namely the UNHCR. UNHCR's Privacy Policy may be found [here](#). For this purpose, in the absence of appropriate safeguards in place, your explicit and informed consent, as data subjects, is exceptionally sought prior to proceeding with the international transfer of your contact details, pursuant to the derogation foreseen in Article 50(1) point (a) of the EUDPR.

## **9. Does this processing involve automated decision-making, including profiling?**

This processing activity does not involve automated decision-making, including profiling.

## **10. What are your rights and how can you exercise them?**

According to the EUDPR, you are entitled to access your personal data and to rectify them in case the data are inaccurate or incomplete. If your personal data are no longer needed by the EUAA or if the processing operation is unlawful, you have the right to erase your data. Under certain circumstances, such as if you contest the accuracy of the processed data or if you are not sure if your data are lawfully processed, you may ask the Data Controller to restrict the data processing. You may also object, on compelling legitimate grounds, to the processing of data relating to you. Additionally, you have the right to data portability which allows you to obtain the data that the Data Controller holds on you and to transfer them from one Data Controller to another. Where relevant and technically feasible, the EUAA will do this work for you.

If you wish to exercise your rights, please contact the Data Controller, i.e., the Head of the Asylum Knowledge Centre (C3), by sending an e-mail to [monitoring@euaa.europa.eu](mailto:monitoring@euaa.europa.eu).

You may always submit queries, remarks or complaints relating to the processing of your personal data to the Data Protection Officer (DPO) of the EUAA using the following e-mail address: [dpo@euaa.europa.eu](mailto:dpo@euaa.europa.eu).

In case of conflict, complaints can be addressed to the European Data Protection Supervisor (EDPS) using the following e-mail address: [edps@edps.europa.eu](mailto:edps@edps.europa.eu).

*Adoption date: 03 April 2024*

