

## PRIVACY NOTICE

### FRF2018 newsgathering survey

The Agency would like to inform external stakeholders (hereinafter referred to as data subjects) attending FRA's Fundamental Rights Forum about how it will process input for news items. The process includes an online questionnaire to collect input needed to write online news items for the FRF website.

#### **1. Why we collect personal data?**

We collect the personal data to help us promote the news item and give voice to your views about the human rights issues being discussed during the Forum.

#### **2. What kind of data does the Agency collect?**

You will be requested to indicate your name, a photo, social media handle and replies to a series of online questions to help FRA write news items. You may if you wish also indicate your organisation.

#### **3. Who is responsible for the processing of the data?**

The Agency is the legal entity for the processing of personal data and who determines the objective of this processing activity. The Head of the Fundamental Rights Promotion is responsible for this processing operation.

#### **4. Which is the legal basis for this processing operation?**

Asking for input via the online form is necessary for the management and functioning of the Agency. Therefore, the processing is lawful under Article 5(a) of the Regulation (EC) No 45/2001.

In addition, since answering the online questions is not mandatory, the processing of the personal data is also in accordance with Article 5(d) of Regulation (EC) No 45/2001.

#### **5. Who can see my data?**

FRA staff assigned to this activity have access to the personal data. The data is housed in a secure area of the FRA files server. Files will be password protected. The external server is password protected.

#### **6. How to control your data?**

You can access, modify or delete your personal data by sending an email request to [frf@fra.europa.eu](mailto:frf@fra.europa.eu). More details are provided below.

#### **7. Can I access my data?**

You have the right to access your data at any time (until 31 November 2018) and free of charge, by sending an email request to [frf@fra.europa.eu](mailto:frf@fra.europa.eu).

#### **8. Can I modify my data?**

You have the right to modify your data without delay of inaccurate or incomplete personal data at any time (until 31 November 2018) by sending an email request to [frf@fra.europa.eu](mailto:frf@fra.europa.eu).

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### **9. Can I block you from processing my data?**

You have the right to block the processing of your personal data at any time (until 31 November 2018) by sending an email request to [frf@fra.europa.eu](mailto:frf@fra.europa.eu) when you contest the accuracy of your personal data or when the Agency no longer needs the data for completing its tasks. You can also block the processing activity when the operation is unlawful, and you oppose to the erasure of the data.

### **10. Can I delete my data?**

You have the right to delete your data at any time (until 31 November 2018) by sending an email request to [frf@fra.europa.eu](mailto:frf@fra.europa.eu) when the processing activity is unlawful.

### **11. Do you share my data with other organisations?**

Personal data is processed by the Agency only. In case that we need to share your data with third parties, you will be notified to whom your personal data has been shared with.

### **12. Do I have the right to object?**

Yes, you have the right to object at any time (until 31 November 2018) by sending an email request to [frf@fra.europa.eu](mailto:frf@fra.europa.eu) when you have legitimate reasons relating to your particular situation. Moreover, you will be informed before your information is disclosed for the first time to third parties, or before it is used on their behalf, for direct marketing purposes.

The Agency will address your requests within 15 working days from the receipt of the request.

### **13. What can I do in the event of a problem?**

a) The first step is to notify the Agency by sending an email to [frf@fra.europa.eu](mailto:frf@fra.europa.eu) and ask us to take action.

b) The second step, if you obtain no reply from us or if you are not satisfied with it, contact our data protection officer (DPO) at [dpo@fra.europa.eu](mailto:dpo@fra.europa.eu).

c) At any time you can lodge a complaint with the EDPS at <http://www.edps.europa.eu>, who will examine your request and adopt the necessary measures.

### **14. When will we start the processing operation?**

We will start the processing operation 22 June 2018.

### **15. Security of personal data**

The Agency has in place several security controls to protect your personal data from unauthorised access, use or disclosure. We keep your data stored on computer systems with limited access to a specified audience only.

### **16. How long do we keep your data?**

The online questionnaire data will be kept until 31 November 2018; all data will be deleted by the end of 2019.

**END OF DOCUMENT**