



## INFORMATION NOTICE

The Agency would like to inform external stakeholders (hereinafter referred to as data subjects) participating in the evaluation of FRA's monthly overview reports on the migration and asylum situation in the EU. The evaluation process includes an online questionnaire whose objective is to collect inputs needed for evaluating and improving the monthly overview reports. The collected data are being processed by FRA personnel.

**Purpose:** Data will be collected through an online questionnaire in order to assess the usefulness of the monthly data collection or via telephone where applicable. In case of non-responses, FRA staff may contact data subjects by telephone.

In the final report, data subjects will remain anonymous. FRA will be aggregating answers in a way that will not allow one specific answer and statement to be linked to an individual. This is aligned with the overall aim of the questionnaire, which is to collect external stakeholders' opinion on FRA's monthly overview reports on the migration and asylum situation in the EU.

**Data Controller:** The Data Controller is the Head of Department/Freedoms and Justice. The data is available on request by the Data Controller and only for the purposes listed above.

**Legal Basis:** The Legal basis of the processing operation for which the data are intended is Article a) and b) of Regulation (EC) No 45/2001.

**Access to the Data:** Data can be accessed by FRA project members assigned to this activity and the data controller. The Agency hosts the online survey on an external server based within the EU. The external contractor is bound by the provisions of the preceding contract ensuring compliance of Regulation 45/2001.

Data Subjects are informed of the following rights in line with Articles 13, 14, 15, 16, 17, 18 of Regulation (EC) No 45/2001:

**Right of access** – Data subjects have the right to access his or her personal data at any time after providing the data before 16 June 2017, and free of charge, by sending an email request to the [planning@fra.europa.eu](mailto:planning@fra.europa.eu). The Agency will address the request within 15 working days from the receipt of the request.

**Right to rectify** – Data subjects have the right to rectify their data without delay of inaccurate or incomplete personal data at any time after providing the data before 16 June 2017. The Agency will address the request within 15 working days from the receipt of the request.

**Right to block** – Data subjects have the right to block their data at any after providing the data before 16 June 2017 by sending an email to the [planning@fra.europa.eu](mailto:planning@fra.europa.eu), where their accuracy is contested by the data subject; or the controller no longer needs them for the accomplishment of its tasks but they have to be maintained for purposes of proof; or the processing is unlawful and the data subject opposes their erasure and demands their blocking instead. The Agency will address the request within 15 working days from the receipt of the request.



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**Right to erasure** – Data subjects have the right to request to the controller at any time after providing the data before 16 June 2017 for the erasure of their data, if their processing is unlawful, particularly where the provisions of Sections 1, 2 and 3 of Chapter II have been infringed, by sending an e-mail to [planning@fra.europa.eu](mailto:planning@fra.europa.eu). The Agency will address the request within 15 working days from the receipt of the request.

**Right to obtain notification to third parties** – Data subjects have the right obtain from the controller the notification to third parties to whom the data have been disclosed of any rectification, erasure or blocking pursuant to Article 13 to 16, at any time unless this proves impossible or involve a disproportionate effort. The Agency will address the request within 15 working days from the receipt of the request.

**Right to object** – Data subjects have the right:

- To object at any time after of providing the data before 16 June 2017 by sending an email request to the [planning@fra.europa.eu](mailto:planning@fra.europa.eu), on compelling legitimate grounds relating to his or her particular situation, to the processing of data relating to him or her, except in the cases covered by Article 5(b), (c) and (d). Where there is a justified objection, the processing in question may no longer involve those data. The Agency will address the request within 15 working days from the receipt of the request.
- To be informed before personal data are disclosed for the first time to third parties or before they are used on their behalf for the purposes of direct marketing, and to be expressly offered the right to object free of charge to such disclosure or use. The Agency will address the request within 15 working days from the receipt of the request.

**Right to have recourse** – Pursuant Article 11 of Regulation 45/2001, data subjects have the right to have recourse at any time to the European Data Protection Supervisor: <http://www.edps.europa.eu>.

If the data subjects have any queries concerning the processing of their personal data, they may address them to the Head of Department/Freedoms and Justice, the Data Controller, by contacting the [planning@fra.europa.eu](mailto:planning@fra.europa.eu).

**Date when processing starts:** 12 May 2017

**Place of storage:** External server ensuring compliance with Regulation 45/2001 and secure area of the FRA fileserver; files will be password protected.

**Retention policy:** The collected online questionnaire data will be retained until 16 June 2017; aggregated anonymised data will be kept until the end of 2017.