

*Privacy Notice - Call for participation in the Fundamental Rights Platform*

The European Union Agency for Fundamental Rights (FRA) processes the personal data of a natural person in compliance with Regulation 2018/1725 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.

This privacy notice explains FRA's policies and practices regarding its collection and use of your personal data, and sets forth your privacy rights. We recognise that information privacy is an ongoing responsibility, and we will update this notice where necessary.

1. [Why do we collect personal data?](#)
2. [What kind of personal data does the Agency collect?](#)
3. [How do we collect your personal data?](#)
4. [Who is responsible for the processing your personal data?](#)
5. [Which is the legal basis for this processing operation?](#)
6. [Who can see your data](#)
7. [Do we share your data with other organisations?](#)
8. [Do we intend to transfer your personal data to Third Countries/International Organizations](#)
9. [When will we start the processing operation?](#)
10. [How long do we keep your data?](#)
11. [How can you control your data?](#)
  - 11.1. [The value of your consent](#)
  - 11.2. [Your data protection rights](#)
12. [What security measure are taken to safeguard your personal data?](#)
13. [What can you do in the event of a problem?](#)
14. [How do we update our privacy notice?](#)

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

The purpose of the processing of the personal data is to register (and hence to cooperate with) civil society organisations active in the field of fundamental rights who wish to cooperate with FRA and with other civil society organisations through FRA's mechanism for cooperation with civil society, the Fundamental Rights Platform - FRP (see Article 10 of the Council Regulation (EC) No 168/2007 of 15 February 2007 establishing a European Union Agency for Fundamental Rights), incl. the dissemination of relevant FRA information and data to organisations. To this end, each organisation interested to cooperate with FRA through the FRP needs to communicate at least one contact person and email address to the Agency. Furthermore, the FRA may publish on the FRA website generic information of civil society organisations it cooperates with, i.e. organisations' name and acronym, thematic area of work, country, city, website address.

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

The data processed consist of the following categories:

- Organisation details (organisation's name(s), acronym(s), seat, postal address, website address, social media addresses, number of staff, type of organisation, geographical scope);
- Areas of work (themes/fields of operation, main activities);
- Organisation's contact points (personal contact data of relevant staff i.e. names, job titles, e-mail addresses, telephone numbers).

## **3. How do we collect your personal data?**

The Agency collects data via electronic means i.e. through the emails or via registering via an online registration form.

## **4. Who is responsible for the processing your personal data?**

The Agency is the legal entity responsible for the processing of your personal data and determines the objective of this processing activity. The Head of Institutional Cooperation and Networks Unit is responsible for this processing operation.

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

Such processing operations are necessary for the management and functioning of the Agency. Therefore, the processing is lawful under Article 5(a) of the Regulation (EU) No 2018/1725.

In addition, since the participation in the Fundamental Rights Platform is not mandatory, the processing of the personal data is also in accordance with Article 5(d) of Regulation (EU) No 2018/1725.

## **2. Who can see your data?**

Within FRA, the data can be accessed in full by the Head of the Institutional Cooperation and Networks Unit as well as to the following positions by delegation:

- Programme Manager in charge of the FRP;
- FRA staff members working on civil society cooperation;
- FRA staff members responsible for send out of information from the database (protected by password)

## **3. Do we share your 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.

## **4. Do we intend to transfer your personal data to Third Countries/International Organizations?**

No.

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

We started the processing operation in March 2017.

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

The Fundamental Rights Platform database registration data is stored for a period of 5 years (see Article 2 of FRP terms of reference of March 2017), renewable on written request by the registered organisation(s). following invitation by FRA for renewal.

## **7. How can you control your data?**

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

### **7.1. How valuable is your consent for us?**

Since the registration in the Fundamental Rights Platform database is not mandatory, the processing of the personal data is also in accordance with Article 5(d) of Regulation (EU) No 2018/1725. You have the right to withdraw your consent anytime.

### **7.2. Your data protection rights**

Under data protection law, you have rights we need to make you aware of. The rights available to you depend on the aim of the processing of your information. You are not required to pay any charges for exercising your rights.

**a) Can you access your data?**

Yes, you have the right to access your data at any time and free of charge, as well as obtain copies of your data undergoing processing, by sending an email request to [frp@fra.europa.eu](mailto:frp@fra.europa.eu). The Agency will address the request within one month from the receipt of the request.

**b) Can you modify your data?**

You have the right to ask us to rectify your data you think is inaccurate or incomplete at any time by sending an email request to [FRP@fra.europa.eu](mailto:FRP@fra.europa.eu). The Agency will address your request within one month from the receipt of the request.

**c) Can you restrict us from processing your data?**

Yes, you have the right to block the processing of your personal data at any time by sending an email request to [FRP@fra.europa.eu](mailto:FRP@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 deletion of the data. The Agency will address the request within one month from the receipt of the request.

**d) Can you delete your data?**

Yes, you have the right to ask us to delete your data at any time by sending an email request to [FRP@fra.europa.eu](mailto:FRP@fra.europa.eu) when the processing activity is unlawful. The Agency will address the request within one month from the receipt of the request.

**e) Can you request the transfer of your data to a third party?**

This only applies to information you have given us. You have the right to ask that we transfer the information you gave us from one organisation to another, or give it to you. The right only applies if we are processing information based on your consent or under, or in talks about entering into a contract and the processing is automated.

**f) Do you have the right to object?**

- Yes, you have the right to object at any time, by sending an email request to the [FRP@fra.europa.eu](mailto:FRP@fra.europa.eu), when you have legitimate reasons relating to your particular situation, 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 one month from the receipt of the request.

- You also have the right 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 one month from the receipt of the request.

**g) Do we do automated decision making, including profiling?**

No.

**8. What security measures are taken to safeguard your personal data?**

The Agency has several security controls in place 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.

#### **9. What can you do in the event of a problem?**

a) The first step is to notify the Agency by sending an email to [FRP@fra.europa.eu](mailto:FRP@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.

#### **10. How do we update our privacy notice?**

We keep our privacy notice under regular review to make sure it is up to date and accurate.

**END OF DOCUMENT**