

INFORMATION NOTE



The Agency would like to inform participants of the Fundamental Rights Platform that the following data are being collected, organised, recorder, stored, used, consulted, adapted, disclosed and disseminated to ensure that FRP consultations are open and transparent.

- **FRA consultations with the Fundamental Rights Platform**

Purpose: The purpose of the collection of the processing of the personal data is:

1. to assess feedback and suggestions provided by FRP participants on a specific topic/issue (e.g. FRA Annual Work Programme);
2. inform FRA stakeholders about the results of consultations, including organisations that provided input.

The questionnaires request only the identification of the organisation. Therefore there is no direct identification.

Data Controller: The Data Controller is the Head of Department Communication and Awareness Raising (CAR). This data is available on request by the Head of Department and only for the purposes listed above.

Legal Basis: The Legal basis of the processing operation for which the data are intended is Article 5 (a) of the Regulation 45/2001 and the Regulation 168/2007.

Access to the Data: Individual responses per organisation are accessible by the Data Controller and delegated staff. Aggregated responses from the questionnaire and individual contributions will be also available via the FRA website.

Data Subjects are informed of the following rights inline with Article 14, 15, 16, 17, 18 of Regulation 45/2001:

- **Right to access data** – The data subjects have the right to access data immediately upon request addressed to the Head of Department.
- **Right to block** – The data subjects can obtain from the Data Controller the blocking of data. They can request blocking of data by an E-mail or by fax sent to the Head of Department.
- **Right to rectify** – The data subjects can obtain from the Data Controller the rectification without delay of inaccurate or incomplete personal data.

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- **Right to erase** – The data subjects have the right to have their data erased. This right is applicable if the processing of data is unlawful.
- **Right to object** – The data subjects have the right to object at any time, on compelling legitimate grounds relating to their particular situation, to the processing of data.
- **Right to obtain notification to third parties** – If the personal data is disclosed to third parties, data subjects shall have the right to notify those third parties of any rectification, erasure or blocking of data. If, in case, data is disclosed to third parties, please write as following: *“The data subjects can obtain from the Controller the rectification without delay of inaccurate or incomplete personal data.”*
- **Right to have recourse** at any time to the European Data Protection Supervisor (EDPS).

Retention policy

1. **Submitted data** is stored for the period of 5 years after data submission (based on the five year FRA Multi Annual Framework). This period may be extended depending on the new MAF of the Agency.
2. The data stored is: name of organisation, descriptions of the applicant organisations' activities and practices in relation to a specific consultation.

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