

## Staff Committee Election

### Specific privacy statement

The personal data you provide for the purpose of your participation to the above-mentioned election, is processed in accordance with Regulation (EU) 2018/1275 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.

The election and the associated processing operations are under the responsibility of Chair of the EEA Election Committee, acting as data Controller, regarding the collection and processing of personal data.

#### 1. Purpose(s) of the processing

Your personal data is collected and further processed for the purposes of coordinating, organising and managing the election; this includes in particular:

- the creation of the electoral register;
- the publication of motivational letter, if a nominee;
- the publication of election results, if a nominee.

#### 2. Recipients of the data processed

For the purposes detailed above, access to your personal data is given to all EEA staff members and the members of the Election Committee.

Documents and material produced in relation to the election may also be disclosed to the public subject to the provisions contained in Regulation (EC) No 1049/2001 of the European Parliament and of the Council of 30 May 2001 regarding public access to documents.

No personal data is shared with third parties for direct marketing purposes.

#### 3. Categories of data processed

The only personal data collected and further processed is the information provided in connection with your participation in the election. The information relates to the following data:

- voters: your full name and employment category;
- candidates: your full name, employment category, application and motivational letter;
- elected candidates: full name, employment category and number of votes received

#### 4. Modalities for the processing operation

Your personal data is processed manually. Following a request from the Election Committee, the Human Resource Management group in the EEA Administrative Services compiles the electoral register, which comprises all statutory staff members and seconded national experts who are entitled to vote and to stand as candidates. Candidates for election must propose themselves in writing to the Election Committee. The Election Committee shall then publish the election

notification including inter alia the approved list of nominations, which will then be used for the voting means (i.e. ballot papers or electronic list). After the election has taken place, the Election Committee shall publish the election results including inter alia the number of votes obtained by each candidate and the list of elected candidates.

**5. Right of access and rectification**

You have a read access to your personal data listed in the electoral register published on the EEA intranet, and you may upon justified request to the Executive Director seek the rectification of inaccurate data. For any other query on your personal data, you should address it in writing by email to the Election Committee ([election.committee@eea.europa.eu](mailto:election.committee@eea.europa.eu)).

**6. Legal basis and necessity of the processing**

The legal bases for the election of the staff committee processing operation are:

- Article 9 (1a) of the Staff Regulations of Officials of the European Union and Article 1 of Annex II thereto as well as Article 7 of the Conditions of Employment of Other Servants of the European Union.

- The decision of the Management Board of the European Environment Agency setting up a Staff Committee (Decision EEA/MB/2016/016).

- The rules governing the election of a Staff Committee of the European Environment Agency as adopted by the general assembly of the European Environment Agency at its meeting of 8 November 2016, and its subsequent amendment.

The processing is necessary for the performance of a task carried out in the public interest by the EEA, which includes the processing of personal data necessary for the management and functioning of the EEA. In addition, it is necessary for compliance with a legal obligation laid down in the Staff Regulations to which the controller is subject.

**7. Data retention**

Your personal data is kept as long as necessary for the purposes of the organisation and management of the related election, as well as for any follow-up actions that may entail. Your personal data in the form of the electoral register will be deleted within 20 working days of the publication of the election results and the election report and results will remain available until the new Staff Committee is officially formed.

**8. Right to appeal**

You are entitled to have recourse at any time to the European Data Protection Supervisor (<https://edps.europa.eu>; [edps@edps.europa.eu](mailto:edps@edps.europa.eu)) if you consider that your rights under Regulation(EU) No 2018/1725 have been infringed as a result of the processing of your personal data by the EEA.

You may also contact the EEA's Data protection Officer (DPO) in case of any difficulties relating to the processing of your data at the following email address: [DPO@eea.europa.eu](mailto:DPO@eea.europa.eu).