

# Data Protection Notice **EUISS Newsletter**

We process your personal data based on Regulation (EU) 2018/1725 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.

# For what purpose do we process your personal data?

We process your personal data in order to send you the latest information about EUISS publications and activities in the form of a Newsletter. Your personal data are not used for any other purpose.

# Who is responsible for the processing of your personal data at the EUISS?

The person responsible is the Communications Coordinator.

# What is the legal basis for the process of your personal data?

We process your personal data based on the consent you give when you subscribe to our Newsletter via the signup page on our website or when you opt-in via an event registration form.

# What personal data do we process?

We process your email address, first name and surname. If you choose to provide us with any more information (like your job title, your company or your title) we process them as well.

For each Newsletter we sent, if you have received it or it was undeliverable, if you opened it or read it and if you clicked on any links.

# Where did we get your personal data?

We get your personal data from you when you subscribe to our Newsletter or to an event organised by the EUISS.

# Who has access to your personal data?

The EUISS Communications team.

### How long do we keep your personal data?

We keep your personal data until you decide to unsubscribe.

# Do we take any automated decisions or automatically profile you in this process?

No, we do not.



# How do we protect and safeguard your personal data?

In order to access your personal data, each EUISS employee uses an individual login (username and password). Your personal data is hosted in the servers of our processor Constant Contact Inc. under EU Standard Contractual Clauses.

# What are your rights and how can you exercise them?

You have the right of information and the right to access your personal data. You also have the right to update your data. You can exercise these rights via the 'Update Profile' link on every Newsletter.

You have the right to erase your data by clicking the 'Unsubscribe' link on every Newsletter.

You can contact directly the person responsible for handling your data (please use the contact form selecting 'Press': <a href="https://www.iss.europa.eu/contact">https://www.iss.europa.eu/contact</a>).

Should you not be satisfied with the response received, you can contact the Data Protection Officer of the EUISS (please use the contact form selecting 'Data Protection': <a href="https://www.iss.europa.eu/contact">https://www.iss.europa.eu/contact</a>)

Should you still have complaints or remarks on how your personal data is processed by the EUISS, you have the right to lodge a complaint with the <u>European Data Protection Supervisor</u>.