

PRIVACY STATEMENT ON PROCESSING OF PERSONAL DATA IN:

Creation of EU Login (ECAS) Accounts

1. Context

The European Union Satellite Centre (SatCen) processes the personal data of a natural person in compliance with Regulation (EU) 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 SatCen's policies and practices regarding its collection and use of your personal data in the creation of EU Login (ECAS) accounts, and sets forth your data protection rights.

2. Identity of the controller and Data Protection Officer:

- **Controller:** Head of IT Division, European Union Satellite Centre (SatCen), Base Aérea de Torrejón de Ardoz, Avenida de Cádiz, Ed. 457, 28850 Torrejón de Ardoz (Madrid) Spain, helpdesk@satcen.europa.eu
- **Data Protection Officer:** SatCen Data Protection Officer, Base Aérea de Torrejón de Ardoz, Avenida de Cádiz, Ed. 457, 28850 Torrejón de Ardoz (Madrid) Spain, dpo@satcen.europa.eu

3. Why does the SatCen process personal data?

The purpose of the processing is to export data from the SatCen to the European Commission Authentication System (ECAS) in order to create the EU Login/ECAS account of the concerned data subject (Staff Members, local staff and trainees).

4. What personal data does the SatCen process?

As a first step, the SatCen registers the data subject in the European Commission (EC) HR System (RETO), in order to obtain a unique identification number for the data subject (per_ID), required to proceed with the EU Login account. The registration requires the Name, Surname, Gender and Date of Birth of the data subject.

Once the SatCen has obtained a per_ID to the data subject, the SatCen exports to DG DIGIT the name, surname, username, email address and per_ID of the staff member. The SatCen then receives from DG DIGIT the User_ID of the data subject.

Overall, the following personal data of its Staff Members, local staff and trainees:

- Name and Surname;
- Per_ID, unique identification number attributed by the European Commission HR System (RETO);
- Date of Birth;
- Email address;
- User_ID;

5. What are the legal bases for the processing?

- Article 5(1)(a) - processing is necessary for the performance of a task carried out in the public interest;
- The SatCen staff, local staff and trainees, depending on their functions, may need EU Login accounts to access EC applications (such as electronic procurement, training services, funding and tenders opportunities portal, EU Survey, etc), in order to perform their work.

6. Who has access to your personal data and to whom is it disclosed?

- Limited Staff in Legal Services;
- Limited Staff in IT Division;
- Staff of DG DIGIT (EC) managing the EU Login accounts;
- Staff of PMO (EC) managing the Per_IDs (RETO)

7. For how long does the SatCen keep your data and how is it stored?

Personal data is retained until the data subject's EU Login user account is deleted at the end of his/her contract with SatCen. The day of contract expiration, personal data is removed from the export of data that SatCen daily transfers to ECAS containing a list of SatCen active staff. Subsequently, ECAS deletes the account of the individuals who are not in the list within 24 hours.

8. What are your rights concerning your personal data?

Data subjects have the right of access, rectification, erasure and reception of their personal data or restriction of processing at any time, provided that there are grounds for the exercise of this right, as per Articles 17 to 24 of Regulation (EU) 2018/1725.

In case you wish to verify which personal data is stored on your behalf by the SatCen, have it modified, corrected, or deleted, or restrict the processing, or object to it or to exercise the right to data portability,



please send an explicit written request to contacts detailed below. Any correction of your personal data will be taken into consideration from the data protection point of view.

Your request will be answered without undue delay, and in any event within 1 month of receipt of the request. However, according to Article 14(3) of Regulation (EU) 2018/1725, this period may be extended by up to 2 months where necessary, taking into account the complexity and number of requests. The SatCen will inform you of any such extension within 1 month of receipt of the request, together with the reasons for the delay.

9. Whom should you contact if you have questions/queries concerning the processing of your personal data?

Any query concerning the processing of personal data in the context of the creation of EU Login (ECAS) account should be directed to the following email address: helpdesk@satcen.europa.eu

You may also contact the Data Protection Officer of the SatCen (dpo@satcen.europa.eu).

Recourse

You have the right to lodge a complaint to the European Data Protection Supervisor if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data at: edps@edps.europa.eu

10. Other

You can check the privacy statement of RETO (PMO) application [here](#).

You can check the privacy statement of EU Login/ECAS (DG DIGIT) accounts [here](#).