

Data Protection Statement/Privacy Statement on the processing of personal data in the context of System Administration of the Identity Management V2 (IdM-V2) by EMSA

The protection of privacy is of high importance to the European Maritime Safety Agency ('EMSA'). EMSA is responsible for the personal data it processes. Therefore, we are committed to respecting and protecting the personal data of every individual and to ensuring efficient exercising of data subject's rights. All the data of personal nature, namely data that can identify an individual directly or indirectly, will be handled fairly and lawfully with the necessary due care.

This processing operation is subject to Regulation 2018/1725 of the European Parliament and of the Council on the protection of individuals with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data. The information in this Privacy Statement is given pursuant to Articles 15 and 16 of the Regulation 2018/1725.

1. Nature and the purpose(s) of the processing operation

The purpose(s) of the processing of personal data is/are:

[IdM](#), which stands for "Identity Management", is the platform developed and owned by EMSA where administrators may **configure user accounts for all services of the EMSA Maritime Applications Portal**, e.g. European Index Server (SafeSeaNet), EU LRIT CDC, THETIS, CleanSeaNet, Integrated Maritime Services (IMS).

The system provides functionalities to manage user accounts lifecycle (creation, modification and retirement of accounts), which are divided in two types:

- Human: the user account relates to a physical person (e.g. end-user),
- System: the user account relates to a system (e.g. National SSN System). For system user accounts, the personal information will indicate the contact point in charge of the management of the system. System user accounts do not have access to any Web User Interface. System accounts can only be seen and controlled by EMSA.

Accounts lifecycle management is handled by 3 types of administrators:

- Application Administrators (EMSA): can manage accounts inside a specific application and for all Member States and Institutions
- National Administrators (Member States): can manage accounts inside a specific application, only within his own Member State/Institution

- Organization Administrators: can manage accounts inside a specific application, for his own Member State/Institution and only inside his own organization.

For human users accounts, the following data is stored:

- accountID (AKA userID)
- Name (First, Middle, Last)
- E-mail address
- Address
- Contacts (Phone)
- Member State
- Organisation
- Service (usually matches a Maritime Application)
- Application Profiles and Roles

The Unit 3.1 is responsible for the general system administration and maintenance of the IdM-V2 system. Activities are limited to:

- **Maintenance and Operation of the technical components of the system (servers, database, application and surrounding technical components)**
- **Data storage**
- **Access to the data is only in the scope of the operational tasks**

All EMSA Units that owns a Maritime Application running under Identity Management are processors within their respective record of processing activity system. For further information, please consult their respective privacy statement.

EMSA will not reuse the personal data for another purpose that is different to the one stated above.

The processing is not intended to be used for any automated decision making, including profiling.

2. Categories/types of personal data processed

The categories/types of personal data processed are the following:

- Personal details: accountID (AKA userID), Name (First, Middle, Last)
- Employment details: E-mail address, Address, Contacts (Phone), Member State, Organisation

3. Processing the personal data

The processing of the personal data is carried out under the responsibility of the Head of Department 3 - Digital Services and Simplification, acting as delegated EMSA data controller.

Personal data are processed by Unit 3.1 - Maritime Digital Services.

4. Access to and disclosure of personal data

The personal data is disclosed to the following recipients:

- Data subjects themselves
- Identity Management V2 (IdM-V2) Administrators
- Also, if appropriate, access will be given to EU staff with the statutory right to access the data required by their function, i.e. the European Ombudsman, the Civil Service Tribunal, the Internal Audit Service, the European Court of Auditors, OLAF and the European Data Protection Supervisor.

The information concerning **System Administration of the Identity Management V2 (IdM-V2)** will only be shared with people necessary for the implementation of such measures *on a need to know* basis. The data are not used for any other purposes nor disclosed to any other recipient.

The information in question will not be communicated to third parties, except where necessary for the purpose(s) outlined above.

Personal data are not intended to be transferred to third countries.

5. Protecting and safeguarding personal information

EMSA implements appropriate technical and organisational measures in order to safeguard and protect data subjects' personal data from accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to them.

All personal data related to **System Administration of the Identity Management V2 (IdM-V2)** are stored in secure IT applications according to the security standards of the Agency as well as in specific electronic folders accessible only to the authorised recipients. Appropriate levels of *access are granted* individually only to the above recipients.

6. Access, rectification, erasure or restriction of processing of personal data

Data subjects have the right to access, rectify, erase, and receive their personal data, as well as to restrict and object to the processing of the data, in the cases foreseen by Articles 17 to 24 of the Regulation 2018/1725.

If data subjects would like to exercise any of these rights, they should send a written request explicitly specifying their query to the delegated data controller, Head of Department 3 - Digital Services and Simplification.

The above requests will be answered without undue delay, and in any event within one month of receipt of the request. However, according to article 14 (3) of the Regulation 2018/1725, that period may be extended by two further months where necessary, taking into account the complexity and number of the requests. EMSA shall inform the data subject of any such extension within one month of receipt of the request, together with the reasons for the delay.

7. Legal basis for Data processing

Processing is based on Article 5(as) of the Regulation 2018/1725.

The personal data are collected and processed in accordance with EMSA Service Catalogue: Maritime Digital Services (internal document).

8. Storing Personal data

EMSA does not keep personal data longer than necessary for the purpose(s) for which that personal data is collected.

The user account is disabled by the administrators and personal data is marked as not available in the system interface. The personal data is being retained by EMSA depending on the official retention of the maritime application.

In the event of a formal appeal, all data held at the time of the formal appeal should be retained until the completion of the appeal procedures.

9. Data protection points of contact

Should data subjects have any queries/questions concerning the processing of your personal data, they should address them to the data controller, Head of Department 3 - Digital Services and Simplification under the following mailbox: dpo-queries-dept3@emsa.europa.eu

Any data subject may also consult EMSA Data Protection Officer at: DPO@emsa.europa.eu.

Recourse:

Complaints, in cases where the conflict is not resolved by the Data Controller and/or the Data Protection Officer, can be addressed at any time to the European Data Protection Supervisor: edps@edps.europa.eu.