

Data Protection Statement/Privacy Statement on the processing of personal data in the procedure/context of EMSA Wi-Fi Guest Network

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:

The purpose of the processing activity is to give temporary access to guests in EMSA building (visitors and contractors) to the internet by using the Wi-Fi Guest network at EMSA's premises.

EMSA's guests access the Wi-Fi guest portal with a generic password that guarantees access to the portal, where the user must accept the terms and conditions and provide consent for the data processing.

The guest Wi-Fi password is published in the emsanet. The service is primarily addressed to EMSA guests. Nevertheless, any person can use the network if they have access to the password and if they are at EMSA's premises.

The data processed are deleted after 6 months.

The processing of data is made by keeping a record of the Dynamic IP Address and the MAC address of the electronic device used to connect to the guest-Wi-Fi network and the URL's of the websites that were visited during the Wi-Fi-session. The processing of data is necessary also to control the quality and the use of the service, to facilitate return to the network so that the user does not have to register successively over a short period of time and security reasons to avoid misuse of the service (hacking, access contents of illegal nature, etc).

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

2. Categories/types of personal data processed

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

Dynamic IP Address and MAC address of the device used to access the network, to facilitate return to the network so that the User does not have to register successively over a short period of time.

URL's of the websites that were visited during the Wi-Fi-session

3. Processing the personal data

The processing of the personal data is carried out under the responsibility of the Head of Unit 3.2 Digital Infrastructure, acting as delegated EMSA data controller.

Personal data are processed by Unit 3.2 Digital Infrastructure and the following contractor:

NOS Comunicações SA (dpo.privacidade@nos.pt)

4. Access to and disclosure of personal data

The personal data is disclosed to the following recipients:

- Designated EMSA staff members: Service Desk staff
- Designated Contractors' staff members: NOS staff have access to the application's log

The information concerning EMSA WI-FI Guest Network 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 EMSA WI-FI Guest Network ... 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 Unit 3.2 Digital Infrastructure.

The right of rectification can only apply to inaccurate or incomplete factual data processed within the **EMSA WI-FI Guest Network** procedure.

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 (a) of the Regulation 2018/1725.

The user will consent to the processing of the data by the contractor. The Contractor will collect the data subject's consent which will be triggered by data subjects ticking an opt-in box electronically. The user is not able to access the service without checking in the box so the logs of the system keeps the IP address and MAC address of the device connected only after the agreement.

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 data will be only retained for a maximum period of 6 months after the registration.

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 Unit 3.2 Digital Infrastructure 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.