



EUROPEAN COMMISSION

## **PROTECTION OF YOUR PERSONAL DATA**

**This privacy statement provides information about the processing and the protection of your personal data.**

**Processing operation:** The Register, DG SANTE webpage results from the implementation of Regulation (EU) 853/2004 on requirements on food hygiene..

**Data Controller:** DG Health and Food Safety, Unit G5

**Record reference:** Record DPR-EC-17389.1

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## **1. Introduction**

The European Commission (hereafter 'the Commission') is committed to protect your personal data and to respect your privacy. The Commission collects and further processes personal data pursuant to [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 (repealing Regulation (EC) No 45/2001).

This privacy statement explains the reason for the processing of your personal data, the way we collect, handle and ensure protection of all personal data provided, how that information is used and what rights you have in relation to your personal data. It also specifies the contact details of the responsible Data Controller with whom you may exercise your rights, the Data Protection Officer and the European Data Protection Supervisor.

The information in relation to national guides to good hygiene practice for food and feed following Regulation (EC) 852/2004, Chapter 1, Article 1 paragraph 1 states that "the guides to good practice are a valuable instrument to aid food business operators at all levels of the food chain with compliance with food hygiene rules and with the application of the HACCP principles; and Chapter III, Article 8 paragraph 4 requires that, "Member States shall forward to the Commission national guides complying with the requirements of paragraph 3 The Commission shall set up and run a registration system for such guides and make it available to Member States. And, Regulation (EC) 183/2005 which Article 5(4) establish that "feed business operators may use the guides provided for in Chapter III to help them comply with their obligations under this Regulation" and Chapter III, Article 21(3) and (4) requires that "Member States shall transmit national guides to the Commission" and "the Commission shall set up and run a registration system for such guides and make it available to the Member States. This respective webpage provides register for national guides to good hygiene practice for food and feed. It is undertaken by DG SANTE.G.5 Unit which has determined the purpose(s) and the means of the processing of personal data based on the aforementioned Regulation.

## **2. Why and how do we process your personal data?**

DG SANTE.G.5 collects and uses your personal information to give you access to edit the register for national guides to good hygiene practice for food and feed .

From the entry into force of the Regulation (EC) 852/2004 this section will hold the Register established under Article 8 and Regulation (EC) 183/2005 this section will hold the Register established under Article 21(3) and (4) .

Your personal data will not be used for an automated decision-making including profiling.

## **3. On what legal ground(s) do we process your personal data**

The Register concerns the implementation of Regulation (EC) 852/2004 and Regulation (EC) 183/2005 , we process your personal data, because:

(a) processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Union institution or body;

### **Which personal data do we collect and further process?**

In order to carry out this processing operation. DG SANTE.E2 collects the following categories of personal data:

1. First name of the representative of the competent authority (editor)
2. Last Name of the representative of the c competent authority (editor)
3. Name of the Organisation (Member State) that you represent
4. e-mail address

#### **4. How long do we keep your personal data?**

DG SANTE.G5 only keeps your personal data for the time necessary to fulfil the purpose of the update of register for national guides to good hygiene practice for food and feed and until you are an active editor regarding the management of the guidelines. In case that you are replaced by another individual of the authority that you represent, your data will be replaced (deleted) with the one of the new editor.

#### **5. How do we protect and safeguard your personal data?**

All personal data in electronic format (e-mails, documents, databases, uploaded batches of data, etc.) are stored either on the servers of the European Commission (EU Survey platform). All processing operations are carried out pursuant to the [Commission Decision \(EU, Euratom\) 2017/46](#) of 10 January 2017 on the security of communication and information systems in the European Commission.

In order to protect your personal data, the Commission has put in place a number of technical and organisational measures in place. Technical measures include appropriate actions to address online security, risk of data loss, alteration of data or unauthorised access, taking into consideration the risk presented by the processing and the nature of the personal data being processed. Organisational measures include restricting access to the personal data solely to authorised persons with a legitimate need to know for the purposes of this processing operation.

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

Access to your personal data is provided to the Commission staff responsible for carrying out this processing operation and to authorised staff according to the “need to know” principle. Such staff abide by statutory, and when required, additional confidentiality agreements. Namely, EC staff and more specific the members of the Food Hygiene Team in DA SANTE.G5 .

The controller will not transfer any personal data to the following recipients in a third country or to an international organisation.

The information we collect will not be given to any third party, except to the extent and for the purpose we may be required to do so by law.

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

You have specific rights as a ‘data subject’ under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725, in particular the right to access, your personal data and to rectify them in case your personal data are inaccurate or incomplete. Where applicable, you have the right to erase your personal data, to restrict the processing of your personal data, to object to the processing, and the right to data portability.

## **8. Contact information**

### **- The Data Controller**

If you would like to exercise your rights under Regulation (EU) 2018/1725, or if you have comments, questions or concerns, or if you would like to submit a complaint regarding the collection and use of your personal data, please feel free to contact the Data Controller, [SANTE-CONSULT-G5@ec.europa.eu](mailto:SANTE-CONSULT-G5@ec.europa.eu).

### **- The Data Protection Officer (DPO) of the Commission**

You may contact the Data Protection Officer ([DATA-PROTECTION-OFFICER@ec.europa.eu](mailto:DATA-PROTECTION-OFFICER@ec.europa.eu)) with regard to issues related to the processing of your personal data under Regulation (EU) 2018/1725.

### **- The European Data Protection Supervisor (EDPS)**

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

## **9. Where to find more detailed information?**

The Commission Data Protection Officer (DPO) publishes the register of all processing operations on personal data by the Commission, which have been documented and notified to him. You may access the register via the following link: <http://ec.europa.eu/dpo-register>.

This specific processing operation has been included in the DPO's public register with the following Record reference: [Record DPR-EC-17389.1].