

PRIVACY STATEMENT / RECORD

MANAGEMENT AND EXECUTIVE BOARDS

Organisational part of the Agency entrusted with the processing of personal data

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Purpose

The processing of personal data is necessary for the purpose of managing the relations between EU-OSHA and its Management Board as foreseen in the Agency's Founding Regulation and other relevant Agencies' policies. For being members of the Management Board, the same measures apply to the members of the Executive Board. Specifically, personal data are processed for the following purposes:

- Ensuring a smooth communication flow between the Management Board and EU-OSHA on issues that are relevant for the work of the Agency, including preparation of meetings, invitation to meetings, requests for feedback, provision of information and updates via, e.g., periodical newsletters, invitations to take part in written procedures, requests for participation in surveys etc.
- Eliciting group discussions outside meeting settings at the initiative of Chairperson, Vice-Chairpersons and Coordinators.
- Processing reimbursement requests.
- Complying with transparency and accountability requirements – which includes the publication of certain data on EU-OSHA website and in other Agency's publicly available documents in compliance to the Agency's founding regulation provisions on conflict of interest and the Agency's policy on management of conflict of interest.

Legal basis

Council Regulation (EU) 2019/126 of the European Parliament and of the Council of 16 January 2019 establishing the European Agency for Safety and Health at Work (EU-OSHA), and repealing Council Regulation (EC) No 2062/94.

Type of data processed

Upon appointment as members or alternate members of the Management Board, data subjects are requested to provide the following information:

- Name and last name
- Professional address, telephone number, e-mail address and organisation

- Declaration of interest and curriculum vitae, in compliance with the Agency's policy on management of conflict of interest.

Other data processed include:

- Financial information for reimbursement purposes
- Opinions/votes expressed in the implementation of their functions
- Feedback provided via post-meeting surveys
- Photographs, video streaming or short videos, which could be made during an event
- Possible restrictions in the level of participation of meetings as a result of the implementation of the Agency's policy on management of conflict of interest.

Lawfulness of processing

The processing is based on Article 5.1 (a),(d) of [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 (hereinafter the Regulation).

Data recipients

- All personal data provided to the Agency and processed via different processing operations: Agency's staff in charge.
- Name, last email, email address and organisation:

Agency's contractors ("processors") only with prior authorization from the Agency and only for the purposes of the performance, management and follow-up of the contract (e.g., organisation of meetings, surveys etc).

- Name, last name, organisation, professional address, curriculum vitae, declaration of interests, photographs, videos etc, opinions expressed and/or votes cast during formal meetings and recorded into official minutes:

General public via Agency's website.

- E-mail address:

Chairperson, vice-chairpersons and interest groups' coordinators of EU-OSHA, Management Board: full mailing list.

The data subject's rights

Data subjects have the right to request from the controller access to and rectification or erasure of personal data or restriction of processing concerning the data subject or, where applicable, the right to object to processing or the right to withdraw consent at any time without affecting the lawfulness of processing based on consent before its withdrawal (Articles 17, 18, 19, 20, 22, 23 and 24 of the Regulation).

Any requests to exercise one of those rights should be directed per email to the Management Board Secretariat at: [managementboard\(at\)osha.europa.eu](mailto:managementboard(at)osha.europa.eu), mentioning the name of the processing operation, including in the subject the words "data protection". Data subject's rights can be restricted only in the cases foreseen in Art 25 of the Regulation.

Information on the conservation period of data

The data provided by the data subjects upon taking office as members/alternate members of the Management Board will be kept by the Agency throughout the duration of the mandate of the corresponding member/alternate and will be stored until 5 years after the end of the mandate (once the discharge exercise for the relevant year has finalised).

Former Management Board members' contact details continue to remain available in EU-OSHA Contact database. Email addresses may be used for the purpose of disseminating newsletters and invitations to participate in surveys unless otherwise requested by the data subject concerned.

Security measures

EU-OSHA takes appropriate security measures to protect against unauthorised access to or unauthorised alteration, disclosure or destruction of data. These include internal reviews of our data collection, storage and processing practices and security measures, including appropriate encryption of communication and physical security measures to guard against unauthorised access to systems where we store personal data.

Request for information

For any further information regarding the handling of their personal data, data subjects can address their request to EU-OSHA Data Protection Officer at: [dpo\(at\)osha.europa.eu](mailto:dpo(at)osha.europa.eu).

Recourse to the EDPS

Data subjects are entitled to make recourse to the European Data Protection Supervisor: <http://www.edps.europa.eu>, should they consider that the processing operations do not comply with the Regulation.

Date when processing starts

Notification to EU-OSHA about data subject's appointment as member of the EU-OSHA Management Board.

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