



PRIVACY STATEMENT - DATA PROTECTION NOTICE

FOR THE PURPOSE OF
PROCESSING PERSONAL DATA
RELATED TO THE USE OF FLEET MONITORING SYSTEM
IN THE EUROPEAN UNION ADVISORY MISSION IN CENTRAL AFRICAN REPUBLIC
(EUAM CAR)

1. INTRODUCTION

The protection of your privacy including your personal data is of great importance to the European Union and to European Union Advisory Mission in RCA (EUAM RCA). Consequently, all personal data that can identify you either directly or indirectly will be handled legitimately and with the necessary care.

This 'Data Protection Notice and Privacy Statement' describes how EUAM RCA processes your personal data for the purpose for which it has been collected and what rights you have.

When processing personal data, EUAM RCA reflects the provisions of the Charter of Fundamental Rights of the European Union and in particular its Article 8 on the protection of personal data.

Your personal data is collected, processed, and stored by EUAM RCA in accordance with the principles and provisions laid down in the applicable legislation on data protection, including the 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; aligned with the provisions of the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (General Data Protection Regulation)'; and in accordance with the Civilian Operations Commander's Instruction 12-2018 as well as with EUAM RCA's Standard Operating Procedures (SOP) on the protection of personal data.

2. PURPOSE OF THE PROCESSING: Why we process your data?

The main purpose of the data processing activity is to ensure appropriate Mission vehicle management and the protection of the Mission members' safety and security.

3. DATA PROCESSED: what data we process?

The personal data processed for the purpose are the following:

- Drivers' full names
- Driver identification code

The system keeps records of all movements of each vehicle corresponding to each driver. Information kept is:

- Distance driven
- Roads driven
- Parking location
- Speed of vehicle
- Other parameters related to technical parameters like battery voltage, etc.

4. DATA CONTROLLER: Who is entrusted with processing your data?

The Controller determining the purpose and the means of the processing activity is the CSDP Mission EUAM RCA. The EUAM RCA section responsible for managing the personal data processing is Logistics and Transport unit under the supervision of the Head of Mission.

5. RECIPIENTS OF THE PERSONAL DATA: Who has access to your data?

The recipients of the data are the following, on a strict "need-to-know policy" basis.

Only individuals who are given access rights to the System by the system administrator have direct access to the data contained in the system.

A limited number of Mission staff is given access rights to the information in the System:

Access to the web interface:

- International Staff of Mission Security (current view; no historical data)
- Local Staff of Mission Security (current view; no historical data)
- Local Transport Staff (current view; no historical data)
- Head of Logistics & Transport, Transport Officer (system administrators)

A monthly report on speeding is provided to the Deputy Head of Mission for him/her to decide possible administrative measures or disciplinary procedures (Code of Conduct).

Upon request the reports on mileage driven throughout the month, containing name, date, time, mileage, excluding the GPS location information, is provided to local transport staff and Ex-Ante Verification Officers and Ex-Post Financial Controller for processing of private use and duty trip declarations.

Upon request international security staff is provided historic data by the system administrator for analysing related incidents / accidents.

Auditors are provided with reports if needed for internal audits.

6. ACCESS, RECTIFICATION, ERASURE OF DATA: What rights do you have?

You have the right to access your personal data and the right to request for correction of any inaccurate or incomplete personal data, as well as to request the removal of your personal data, if collected unlawfully, which will be implemented within one month after the receipt of your request. If you have any queries concerning the processing of your personal data, you may address them to the functional mailbox: data.protection@euam-rca.eu

7. LEGAL BASIS: On what grounds we collect your data?

- Council Decision 2019/2110/CFSP, 09 December 2019 with its subsequent amendments and the OPLAN endorsed by Political and Security Committee (PSC).
- Civilian Operations Commander Instruction 12/2018 on the SOP on Personal Data Protection
- EUAM RCA SOP on Data Protection
- EUAM SOP of the Logistics and Transport Unit

The data processing is needed for vehicle fleet monitoring and HoM's duty of care for security and safety.

8. TIME LIMIT - DATA STORING: For what period and how we process your data?

The above data is kept for the entire duration of the Fleet Monitoring System contractual time. Once the contract expires, the data records is handed over by the contractor to the EUAM system custodian in an electronic support and all records erased from the contractor's servers.

The retention period for the data is five years after the lifetime of the Mission unless the data is needed for a legal process or a damage claim. In case data is needed for a legal process or damage claim, the relevant data may be retained beyond the normal retention periods for as long as it is necessary to complete the process.

In case of security incident/criminal investigation concerned data is under specific legislation (RCA or EU Member State).

9. MISSION DATA PROTECTION ADVISOR: Any questions to the MDPA

In case you have questions or concerns related to the protection of your personal data, you can also contact the Mission Data Protection Advisor (Legal Adviser) at the functional mailbox of the Mission (data.protection@euam-rca.eu)

10. RECOURSE

You have at any time the right of recourse that you may send to the Head of the Mission of EUAM RCA, with the Mission Data Protection Advisor (Legal Adviser) in copy.