



## Privacy statement on System and network logs collection and processing

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Any data collected or information provided by the EMCDDA to the European Institutions and bodies (EUI) will be processed in accordance with 'Regulation (EU) 2018/1725'. This Regulation concerns the protection of natural persons with regard to the processing of personal data provided to the European Union institutions and bodies and on the free movement of such data. In compliance with Articles 15 and 16 of the Regulation, the EMCDDA provides all the concerned persons with the following information:

The Controller<sup>1</sup> of the data is the Head of the Information and Communication Technology unit.

In order to contact the Controller, should you have questions or complaints, please do it in writing to the following e-mail address, [ICT-HOU@emcdda.europa.eu](mailto:ICT-HOU@emcdda.europa.eu).

The purpose for this processing relates to the follow-up of systems performance and security. Event and audit logs record user activities, exceptions, faults and information security events, are produced, kept and regularly reviewed.

Systems must be monitored to detect deviation from the access control policy and must record events to provide evidence in case of security incidents management and ex-post analysis.

The relevant logs will be kept for a period of up to six months to assist in future investigations and access control monitoring.

Besides the automated processing, the designated system administrators can perform some manual processing, as a follow-up of performance and security management in order to counter act adverse activities and to correct abnormal functioning conditions.

This processing involves data related to EMCDDA staff or any other data subject using the EMCDDA digital services.

It involves the processing of a super set of data including, event category, event ID, date, time, result code, computer ID, user ID, IP address, action, data source.

Personal data of users is accessible to EMCDDA ICT systems, network and security administrators, including: (1) ICT unit staff members dealing with ICT support, and (2) a limited number external service providers in contract with the EMCDDA and operating on specific systems.

While performing their tasks, both the EMCDDA staff and the mentioned contractors are not allowed to take copies of the data to transport it outside the EMCDDA premises.

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[1] Article 3(8) of Regulation (EU) 2018/1725 defines the controller as follows: '[...] controller means the Union institution or body or the directorate-general or any other organisational entity which, alone or jointly with others determines the purpose and means of the processing of personal data [...]'].



Moreover, no such data is allowed to be communicated to any third parties.

## Recourse

In case you deem that your questions and concerns did not receive a complete or satisfactory answer you may want to address the EMCDDA Data Protection Officer, using the address [dpo@emcdda.europa.eu](mailto:dpo@emcdda.europa.eu).

Furthermore, the Regulation (EU) 2018/1725 foresees that, in case you consider that your rights have been infringed as a result of the processing of your personal data by the EMCDDA, that you directly address the European Data Protection Supervisor, using the address [edps@edps.europa.eu](mailto:edps@edps.europa.eu).