

**PRIVACY NOTICE FOR
COMPUTER RACK ACCESS MANAGEMENT
CORE BUSINESS INFORMATION SYSTEMS (CBIS) SECURE NETWORK**

1. DESCRIPTION OF THE PROCESSING OPERATION

The OLAF Rack Access System (RAS) is the information technology tool used to manage access to the physical location where ICT infrastructure i.e. servers and network equipment is hosted. It concerns the ICT infrastructure located in computer rooms managed by OLAF.C2 (Information Systems Infrastructure and Development).

OLAF's ICT staff wanting to access ICT infrastructure hosted in racks is equipped with a keycard to unlock racks' door.

Data controller, in charge of determining the purposes and means of the processing of the personal data concerned is unit OLAF.C2.

The data processing, notably the set of operations and means to manage the personal data concerned, is managed by unit OLAF.C2.

The processing of your data will not be used for an automated decision making, including profiling.

2. LEGAL BASIS FOR THE PROCESSING

The legal basis for this processing is Article 5 paragraph 1.(a) of Regulation(EU) 2018/1725. This processing operation supports OLAF investigations performed to protect the financial interests of the European Union. Thus its legal basis is Regulation 883/2013, Commission Decision 1999/352/EC and all other legislation relevant to OLAF's mandate to fight against fraud.

3. CATEGORIES OF PERSONAL DATA COLLECTED

Whenever a keycard is used, the RAS logs the keycard number, the name of the staff, along with the door number and a timestamp.

The provision of the personal data is mandatory to meet a statutory requirement. Possible consequences of failure to provide the data are the unauthorized access to IT equipment and potential security breaches.

4. WHO HAS ACCESS TO YOUR INFORMATION AND TO WHOM IS IT DISCLOSED?

Collected personal data is accessible to authorized staff only of OLAF.C2.

Data is disclosed to competent staff in case of security (physical or IT) incidents.

5. HOW DO WE PROTECT AND SAFEGUARD YOUR INFORMATION?

In order to protect your personal data, a number of technical and organisational measures have been put 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 data being processed. Organisational measures include restricting access to the data to authorised persons with a legitimate need to know for the purposes of this processing operation.

6. HOW LONG DO WE KEEP YOUR DATA?

Your personal data may be retained for a maximum of 1 year.

7. WHAT ARE YOUR RIGHTS AND HOW YOU CAN EXERCISE THEM?

You have the right to request access to your personal data, rectification or erasure of the data, or restriction of their processing. You also have the right to object to the processing of your personal data.

Any request to exercise one of those rights should be directed to OLAF-FMB-DATA-PROTECTION@ec.europa.eu. Where you wish to exercise your rights in the context of one or several specific processing operations or files, please provide their description and reference(s) in your request.

Exceptions based on Regulation 2018/1725 may apply.

8. CONTACT DETAILS OF THE DATA PROTECTION OFFICER

You may contact the Data Protection Officer of OLAF (OLAF-FMB-DPO@ec.europa.eu) with regard to issues related to the processing of your personal data under Regulation(EU)2018/1725.

9. RIGHT OF RECOURSE

You have the right to have recourse to the European Data Protection Supervisor (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 OLAF.