

## **PRIVACY NOTICE FOR IT INFRASTRUCTURE - LOGS PROCESSING**

### **1. DESCRIPTION OF THE PROCESSING OPERATION**

The OLAF staff user's identity is collected to allow OLAF identify which users transfer out – via different means– investigative information that resides in systems protected by OLAF's CBIS secure network. This includes logs of file transfers outside CBIS, as well as logs of information that is printed from within CBIS.

To be able to perform verifications on eventual leaks of investigative data, OLAF needs to collect, encrypt and store a relevant subset of logs in a secure electronic archive.

This involves gathering the relevant subset of logs collected under normal IT infrastructure operations to a separate secured storage area. The data are accessed only in the framework of specific investigation.

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.

### **3. CATEGORIES OF PERSONAL DATA COLLECTED**

In order to carry out this processing operation, OLAF collects the user identity of staff both sender and recipient together with information such as date, time and transferred and printed file.

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?**

Authorised OLAF.C2 staff is allowed to access the log storage and disclose it, following authorisation from OLAF's senior management, to OLAF staff entitled to perform an investigative procedure.

#### **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 18 months.

#### **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](mailto: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 or restrictions based on the relevant Commission Decisions 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](mailto: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](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 OLAF.