

December 2018

**PRIVACY NOTICE FOR
THE ORGANISATION OF MEETINGS OF THE ADVISORY COMMITTEE FOR
THE COORDINATION OF FRAUD PREVENTION (COCOLAF) AND ITS SUB-GROUPS**

1. DESCRIPTION OF THE PROCESSING OPERATION

The Advisory Committee for the Coordination of Fraud Prevention (COCOLAF) is the forum for the exchange of information on general issues regarding the protection of the Communities' financial interests between the Commission and its main partners for the protection of financial interests. The Committee is composed of representatives of the Commission (OLAF) and of the Member States. The Committee and its sub-groups normally have 5-6 meetings per year.

At the meetings, a list of names and professional contact details is created and distributed to members of the expert groups. Unit D.2 (OLAF) acts as controller of this processing operations.

An e-mail list of the Committee members is used to send invitations for a meeting, information concerning meetings and topics treated during a meeting. The purpose of this processing operation is to prepare meetings of COCOLAF and its sub-groups; to prepare written consultations with members; and to provide information to members.

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 point (a) of Regulation (EU) 2018/1725.

The legal basis for this processing operation is Commission Decision 94/140/CE of 01.03.1994 as modified by Decision 2005/223/CE of 17.03.2005.

3. CATEGORIES OF PERSONAL DATA COLLECTED

In order to carry out this processing operation OLAF collects the following categories of personal data: identification data, contact data, and professional data of the members of the COCOLAF, who are representatives of Member State authorities responsible for anti-fraud activities, and its sub-groups.

The provision of the personal data is mandatory to meet a statutory requirement. A possible consequence of failure to provide the data is the impossibility to transmit information on the meetings of the COCOLAF and its sub-groups.

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

OLAF staff responsible for carrying out this processing operation has access to your personal data. In addition, your data may be transferred to all COCOLAF and sub-group members in order to send invitations for a meeting, information concerning meetings and topics treated during a meeting and to facilitate networking between the Committee members.

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?

The contact list is continually updated. When a person is no longer a member of the COCOLAF or its sub-groups, his/her name and contact/professional data are immediately deleted.

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 have also the right to object to the processing of your data.

Any request to exercise one of those rights should be directed to the Controller (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 (EU) 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.