



RECORD OF PROCESSING ACTIVITIES

Record of processing activities with administrative personal data based on Article 31 of Regulation 2018/1725 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies applicable to Europol in accordance with Article 46 of the Europol Regulation

Part I – Public Information

Q1	Last Update of the record	23 November 2020
Q2	Reference number	EDOC #1140250
Q3	Data controller <i>Contact details</i>	Governance Directorate GDIL@europol.europa.eu
Q4	Data Processor <i>(if applicable)</i> <i>Contact details</i>	SendinBlue SaS 55, rue d'Amsterdam 75008 Paris, France dpo@sendinblue.com
Q5	Joint controller <i>(if applicable)</i> <i>Contact details</i>	
Q6	Data Protection Officer	<i>dpo@europol.europa.eu</i>
Q7	Name of processing activity	Processing of data of subscribers to the AIDA project newsletter
Q8	Purpose of processing	Sending the project's bi-annual newsletter
Q9	Data categories	<input checked="" type="checkbox"/> Name <input type="checkbox"/> Address <input type="checkbox"/> Date of birth, <input type="checkbox"/> Place of birth <input type="checkbox"/> ID/ passport no. <input type="checkbox"/> Marital status <input type="checkbox"/> Gender <input checked="" type="checkbox"/> Email address <input type="checkbox"/> Phone no. <input type="checkbox"/> Name employer <input type="checkbox"/> Personnel number <input type="checkbox"/> Function Other (please, specify): Organisation
Q10	Description of categories of persons	<input type="checkbox"/> Europol - All Staff <input type="checkbox"/> Europol - Contractors <input type="checkbox"/> Europol - Law Enforcement Officers <input type="checkbox"/> Europol - Liaison Officers <input type="checkbox"/> Europol - Seconded National Experts <input type="checkbox"/> Europol - Task Force Officers <input type="checkbox"/> Europol - Trainees & Interns

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		<input checked="" type="checkbox"/> Others Subscribers
Q11	Time limit for keeping the data	Until the person unsubscribes, or the end of the AIDA contract with the European Commission.
Q12	Recipients of the data	Europol staff responsible for the newsletter within G Directorate, Innovation Lab.
Q13	Transfer to third countries or international organisations	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES: Name third party I: Place of third party: Contact details: Legal basis transmission: Does the recipient processes data on behalf of Europol <input type="checkbox"/> Yes <input type="checkbox"/> No Safeguards established:
Q14	General description of security measures	Access to the website's administrator section is upon login, which only Europol's authorised personnel have received. Web analytics access is also via a login page, only for Europol's authorised personnel. Data received by email are accessible only from the authorised personnel that has access to the specific inbox.
Q15	How data subjects can exercise their rights to access, rectification, object and data portability (where applicable)	By sending a request via the Contact Form available on the website. Messages are received by Europol's authorised personnel.