



## Data Protection Notice for HaDEA Staff-related Surveys

This Data Protection Notice describes the measures taken to protect your personal data with regard to the action involving the present data processing operation and what rights you have as a data subject.

The European Health and Digital Executive Agency (HaDEA or Agency) protects the fundamental rights and freedoms of natural persons and in particular your right to privacy and the protection of your personal data.

Your personal data are processed in accordance with Regulation (EU) No 2018/1725<sup>1</sup> on the protection of individuals with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data.

### What is the purpose(s) of this processing activity?

Different from the EC's official Staff Surveys, carried out every two years, HaDEA has developed opportunities to survey and poll staff at more regular intervals, to get a pulse on what staff feel and think about COVID, upcoming decisions or for them to give input into organisational or procedural activities at the Agency.

In order to carry out these staff surveys and polls, HaDEA Communication & HaDEA People Sector use the following tools:

- EU Survey - <https://ec.europa.eu/eusurvey/home/welcome> – the European Commission's survey tool: <https://ec.europa.eu/eusurvey/home/privacystatement>
- Survey Hero – [www.surveyhero.com](http://www.surveyhero.com) –
- <https://www.surveyhero.com/privacy>
- Online polling for events via Sli.Do application [www.sli.do](http://www.sli.do), using DG SCIC's corporate account – <https://ec.europa.eu/dpo-register/detail/DPR-EC-06687> –

### Who is the data controller?

The data controller of the processing operation is the Head of Unit C3 – Staff, Communication and Support of the HaDEA. The following entities process your personal data on our behalf:

- EU Survey for ad-hoc staff surveys - <https://ec.europa.eu/eusurvey/home/welcome> - Privacy statement: <https://ec.europa.eu/eusurvey/home/privacystatement>
- Survey Hero for ad-hoc staff surveys – [www.surveyhero.com](http://www.surveyhero.com). Privacy Statement: [www.surveyhero.com/privacy](http://www.surveyhero.com/privacy)
- Online polling for HaDEA events via Sli.Do – [www.sli.do](http://www.sli.do) – Privacy statement: [www.sli.do/security](http://www.sli.do/security)

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<sup>1</sup> Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L295/39 of 21.11.2018).

## Which personal data is collected?

Generally when HaDEA does ad-hoc staff surveys, the surveys are generally anonymous and the only personal data that we might possibly collect for the occasional survey, is data that is already available in Sysper (email address, first name, last name and sector). A privacy statement is also posted on the survey itself so that staff know which data they will need to share, if any.

- When using the EC's EU Survey application EU Survey for ad-hoc staff surveys, full name and Email address are data retrieved by an automatic process from EULogin and the European Commission's Central User Database, which is stored at the Data Centre of the European Commission: <https://ec.europa.eu/eusurvey/home/privacystatement>
- When using the Survey Hero application for HaDEA's Pulse Check surveys (name given for HaDEA ad-hoc staff surveys), the survey is anonymous unless stated otherwise: [www.surveyhero.com/privacy](http://www.surveyhero.com/privacy). Any data collected from staff (feedback from questions asked) is kept on the Survey Hero web servers based in Ireland, for the duration of the contract with HaDEA and then deleted.
- For polls in SLI.DO, the following personal data is collected: IP address, language, website data, geolocation, and browser-generated information (including device information, operating system, device type, system, cookies or other technologies used to analyse users' activity). The data is kept on the SLI.DO (Amazon) web servers based in Ireland and Germany, for the duration of the contract with HaDEA and then deleted: [www.sli.do/terms#privacy-policy](http://www.sli.do/terms#privacy-policy) [www.sli.do/security](http://www.sli.do/security) / <https://www.sli.do/terms#gdpr>

## Who has access to the personal data of data subjects and to whom can they be disclosed?

**The recipients** of your personal data are Agency staff (Communications and People sector) responsible for carrying out these processing operations, who have access, according to the "need to know" principle, to personal data which you agree to submit. Such staff abide by statutory, and when required, additional confidentiality agreements.

On a need to know basis and in compliance with the relevant current legislation, bodies charged with monitoring or inspection tasks in application of EU law (e.g. EC internal audit, Court of Auditors, European Anti-fraud Office (OLAF), the European Ombudsman, the European Data Protection Supervisor, the European Public Prosecutor).

Your personal data **will not be transferred** to third countries or international organisations.

## Which is the legal basis for processing your personal data?

**The legal basis** for the processing activities is Article 5(1)(d) of Regulation EU 2018/1725 based on your explicit consent. By participating in the aforementioned surveys and polls, you will be taken firstly to a privacy notice and by clicking into the next stage of the survey or poll you will have given your consent. Accepting the privacy statement is required before entering the application and using the service.

## How to withdraw your consent and the consequences of doing this

If you want us to delete your personal data related to these surveys or polls, please contact us at [HADEA-COMMUNICATION@ec.europa.eu](mailto:HADEA-COMMUNICATION@ec.europa.eu) and we will do it at the latest 7 working days after your request.

Please note that withdrawing your consent does not affect the lawfulness of any processing based on your consent before this consent is withdrawn. Attention is drawn to the consequences of a delete request, which means that all your contact details will be lost.

### **How long do we keep your personal data?**

**Your personal data** will be kept for as long as the contracts with EU Survey, Survey Hero or Slido continue. All data will be automatically deleted at the end of the contracts.

### **What are your rights and how can you exercise them?**

**You have the right** to access your personal data and to request your personal data to be rectified, if the data is inaccurate or incomplete; where applicable, you have the right to request a restriction of or to object to processing, to request a copy or erasure of your personal data held by the data controller. If processing is based on your consent, you have the right to withdraw your consent at any time, without affecting the lawfulness of the processing based on your consent before its withdrawal.

Your request to exercise one of the above rights will be dealt with without undue delay and within **one month**.

If you have **any queries** concerning the processing of your personal data, you may address them to the Head of Unit C3 Staff, Communication and Support (entity acting as data controller) via [HADEA-COMMUNICATION@ec.europa.eu](mailto:HADEA-COMMUNICATION@ec.europa.eu) or to HaDEA Data Protection Officer at [HADEA-DPO@ec.europa.eu](mailto:HADEA-DPO@ec.europa.eu).

**You shall have right** of recourse to the European Data Protection Supervisor at <https://edps.europa.eu>.

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