



EUROPEAN COMMISSION

PROTECTION OF YOUR PERSONAL DATA

This privacy statement provides information about the processing and the protection of your personal data.

Processing operation: EURL - Feed Additive Authorisation

Data Controller: JRC.F.5

Record reference: DPR-EC-01022.1

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1. Introduction

The European Commission (hereafter 'the Commission') is committed to protect your personal data and to respect your privacy. The Commission collects and further processes personal data pursuant to [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 (repealing Regulation (EC) No 45/2001).

This privacy statement explains the reason for the processing of your personal data, the way we collect, handle and ensure protection of all personal data provided, how that information is used and what rights you have in relation to your personal data. It also specifies the contact details of the responsible Data Controller with whom you may exercise your rights, the Data Protection Officer and the European Data Protection Supervisor.

The information in relation to processing operation EURL - Feed Additive Authorisation undertaken by JRC.F.5 is presented below.

2. Why and how do we process your personal data?

Purpose of the processing operation: JRC.F.5 collects and uses your personal information to assess the validity of analytical methods for the analysis of feed additives.

Feed additives are an integral part of modern animal husbandry combining high performance in production with animal health and welfare. Such additives may not be put on the market without pre-market authorisation by the European Commission. Authorisation can only be granted after the European Food Safety Authority (EFSA) conducted the scientific evaluation demonstrating the efficacy of the additive and the absence of harmful effects to human and animal health, and to the environment.

In this task EFSA is assisted by the European Union Reference Laboratory (former Community Reference Laboratory) for additives for use in animal nutrition - EURL for Feed Additives. The JRC hosted EU-RL for Feed Additives is responsible for the assessment of the validity of analytical methods proposed by the applicant to determine the active substance(s)/agent(s) in the feed additive (as finished product), in premixtures, in feed, and in water (if applicable). In some cases, when maximum limits are established, the method(s) to determine the residues and/or metabolites in food are also evaluated. To be able to carry out these tasks the EURL-Feed Additives Authorisation collects personal data, however only to the extent necessary for the identification of applicants and /or the contact persons as well as for invoicing a relevant fee for each application.

Your personal data will *not* be used for an automated decision-making including profiling.

3. On what legal ground(s) do we process your personal data

We process your personal data, because, according to Regulation (EU)2018/1725:

Art. 5 (1)(a) processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Union institution or body;

Art. 5 (1)(b) processing is necessary for compliance with a legal obligation to which the controller is subject;

Legal basis:

- REGULATION (EC) No 1831/2003 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 22 September 2003 on additives for use in animal nutrition & Regulation (EC) No 378/2005 as last amended by Regulation (EU) 2015/1761 as regards reference samples, fees and the laboratories listed in Annex II - Article 7.3.
- COMMISSION REGULATION (EC) No 885/2009 of 25 September 2009 amending Regulation (EC) No 378/2005 Regulation (EC) as regards reference samples, fees and the laboratories listed in Annex II

We do not process **special categories of personal data**, therefore Article 10 of Regulation (EU) 2018/1725 does not apply.

4. Which personal data do we collect and further process?

In order to carry out this processing operation JRC.F.5 collects the following categories of personal data:

Applicant

Name of the applicant or company (natural or legal person) · Applicant Email address · Applicant phone number · Applicant fax number · Applicant address/postcode/town/country · Applicant VAT No · Applicant Registration N^o ·

Contact person

Contact person name · Contact person position · Contact person Email address · Contact person phone number · Contact person address/postcode/town/country ·

Billing details

Name of the applicant or company (natural or legal person) · Applicant/company address/postcode/town/country · Applicant/company VAT N^o · Applicant/company Registration No

The provision of personal data is mandatory to meet a legal requirement. If you do not provide your personal data, we will not be able to fulfil our legal obligations.

5. How long do we keep your personal data?

JRC.F.5 only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing, namely from the start of the authorization process and is kept as long as the products are authorized.

6. How do we protect and safeguard your personal data?

All personal data in electronic format (e-mails, documents, databases, uploaded batches of data, etc.) are stored either on the servers of the European Commission. All processing operations are carried out pursuant to the [Commission Decision \(EU, Euratom\) 2017/46](#) of 10 January 2017 on the security of communication and information systems in the European Commission.

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

7. Who has access to your personal data and to whom is it disclosed?

Access to your personal data is provided to the Commission staff responsible for carrying out this processing operation and to authorised staff according to the “need to know” principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

Only identified persons in charge of administrative and scientific tasks have access to the information for its management:

- a. EURL-Feed Additives Authorisation team for following up on administrative and scientific tasks they have been mandated with.
- b. Financial officers (JRC and DG BUDG) to register the required data in ABAC, to issue debit notes and to follow up on the reception of payments.

The applicants are obliged to separately send their applications to DG SANTE and EFSA. JRC.F.5 shares the declaration forms received from the data subjects with SANTE and EFSA in order to ensure the correct identification and accurate information on each application.

The information we collect will not be given to any third party, except to the extent and for the purpose we may be required to do so by law.

8. What are your rights and how can you exercise them?

You have specific rights as a ‘data subject’ under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725, in particular the right to access, rectify or erase your personal data and the right to restrict the processing of your personal data. Where applicable, you also have the right to object to the processing or the right to data portability.

You have the right to object to the processing of your personal data, which is lawfully carried out pursuant to Article 5(1)(a).

You can exercise your rights by contacting the Data Controller, or in case of conflict the Data Protection Officer. If necessary, you can also address the European Data Protection Supervisor. Their contact information is given under Heading 9 below.

Where you wish to exercise your rights in the context of one or several specific processing operations, please provide their description (i.e. their Record reference(s) as specified under Heading 10 below) in your request.

9. Contact information

- The Data Controller

If you would like to exercise your rights under Regulation (EU) 2018/1725, or if you have comments, questions or concerns, or if you would like to submit a complaint regarding the collection and use of your personal data, please feel free to contact the Data Controller, JRC.F.5 JRC-EURL-FEED-ADDITIVES-AUTHORISATION@ec.europa.eu

- **The Data Protection Officer (DPO) of the Commission**

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

- **The European Data Protection Supervisor (EDPS)**

You have the right to have recourse (i.e. you can lodge a complaint) 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 the Data Controller.

10. Where to find more detailed information?

The Commission Data Protection Officer (DPO) publishes the register of all processing operations on personal data by the Commission, which have been documented and notified to him. You may access the register via the following link: <http://ec.europa.eu/dpo-register>.

This specific processing operation has been included in the DPO's public register with the following Record reference: DPR-EC-01022 - EURL - Feed Additive Authorisation.