



EUROPEAN COMMISSION

## **PROTECTION OF YOUR PERSONAL DATA**

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

**Processing operation:** Submission and validation of non-animal models/methods/approaches

**Data Controller:** JRC.F.3

**Record reference:** DPR-EC-00549

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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 “*Submission and validation of non-animal models/methods/approaches*” undertaken by JRC.F.3 is presented below.

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

Purpose of the processing operation: JRC.F.3 collects and uses your personal information to evaluate and promote alternative methods.

The European Union Reference Laboratory for Alternatives to Animal testing (EURL ECVAM) of the Unit Chemical Safety and Alternative Methods, Directorate F (Health, Consumers and Reference Materials) of the JRC, has established and is managing several JRC databases/services on alternative methods. EURL ECVAM has a legal mandate to assess, validate and accept alternative (non-animal) models/methods/approaches in the international and European regulations in order to ultimately contribute to the protection of human health and the environment.

TSAR (Tracking System for Alternative methods towards Regulatory acceptance) is an information system that traces the fate of alternative (non-animal) models/methods/approaches in formal validation processes. The purpose of TSAR is to summarise the progress of these in EURL ECVAM's validation workflow and from other selected collaborating governmental validation centres from the pre-submission step to their use in a regulatory context. The user is thus able to follow the fate of these models/methods/approaches regarding the:

- (1) submission to EURL ECVAM (pre- and full submissions) or to other collaborating validation centres;
- (2) conduct of validation studies;
- (3) scientific peer review process and its outcome and
- (4) situation in the regulatory context.

This latter includes Recommendations, Guidance documents, and links to OECD Test Guidelines and any other relevant document, deliverables or standards.

Personal information is related to the test submitter's name, address and affiliation with the aim to stay in contact, to exchange and require information necessary for the assessment process.

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, according to Article 5(1) of Regulation (EU)2018/1725:

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

Legal basis:

- SEC(91)1794, Communication of the European Commission to Council and the European Parliament
- Directive 2010/63/EU of the European Parliament and of the Council of 22 September 2010 on the protection of animals used for scientific purposes; art. 48; annex VII(2)(d). OJ L N° 276, 20.10.2010

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.3 collects the following categories of personal data:

Method submission (via MS Word submitted via email)

- Test method submitter: Organisation/Company, Department/Faculty/Institute or Other, Address, Postcode, Town, Country, Responsible Contact Title, surname, first name, function, phone, fax, email, Additional contact person (optional).
- Information on the test method: Test Method Pre-submission Form (TPF), Test Submission Template (TST), Standard Operating Procedure (SOP) with possible contact points for technical queries.

The provision of personal data aims at performing the EURL ECVAM Test Submission Process. The test is performed on voluntarily basis

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

JRC.F.3 only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing, namely for:

- Personal Data collected during method submission and information on the test method: until the full evaluation process for an individual method is terminated, since the process requires periodical contacts with the person/institutions sending their methods to EURL ECVAM.

### **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 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.

The information we collect will not be given to any other 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 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-ECVAM-TEST-SUBMISSIONS@ec.europa.eu](mailto:JRC-ECVAM-TEST-SUBMISSIONS@ec.europa.eu)

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

You may contact the Data Protection Officer ([DATA-PROTECTION-OFFICER@ec.europa.eu](mailto: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](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 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-00549 - Submission and validation of non-animal models/methods/approaches