

Register of personal data processing operations
Data Protection Officer: data-protection@global-health-edctp3.europa.eu

Reference number	Name of processing operation	General description	Purpose of the processing	Controller	Joint Controllers / Processors	Categories of Data Subjects	Holders of access rights	Processed data and legal basis	Applicable legal framework	Restriction(s)	Recipients of the data	Duration of data retention	Security of the data	Privacy Policy to be published	Are there any transfers of personal data to third countries or international organisations? (Yes/No) if yes, name the third country	If yes, which are the safeguards you rely on? (State the applicable one)
DPO-01 Human resources																
DPO-01-01	Selection and recruitment of temporary agents (TA), contract agents (CA) and trainees (pre-qualified candidates)	This processing operation consists of collecting applications of candidates, screening tables, pre-selection reports, selection reports, written tests, interview questions, offers for posts, short lists, reserve lists, etc.	Data are processed for the purpose of organising the selection and recruitment procedures for TA, CA and trainees, recruiting and processing applications following publication of a vacancy notice.	Global Health EDCTP3 JU	Processor: European Commission, in particular the DG Human Resources and Security (providing the recruitment tool Systa) Separate Controller: Office for Administration and Payment of Individual Entitlements (PMD)	Candidates for TA, CA and trainee positions sending their application following publication of a Global Health EDCTP3 JU vacancy notice.	Global Health EDCTP3 JU Executive Director; Global Health EDCTP3 JU Legal and Data Protection Officer(s); Global Health EDCTP3 JU Human Resources Officer; Global Health EDCTP3 JU staff members appointed in the selection committee.	Personal data - Personal details: such as, full name, email address, date of birth, nationality, copy of passport / ID, birth certificate, Visa (if required); Public Interest Article 5.1 (a) of Regulation 2018/1725; - Contact data: such as, email address; Public Interest Article 5.1 (a) of Regulation 2018/1725; - Professional data: such as, profession / occupation, past professional experience, employment contracts, passport. Additionally, for non-selected activities: tax returns, statements of fees from national bodies, other official supporting documents; Public Interest Article 5.1 (a) of Regulation 2018/1725; - Education qualifications: related data: such as, studies, copy of diploma; Public Interest Article 5.1 (a) of Regulation 2018/1725; - Personal characteristics: such as, personal characteristics (as provided by the candidate or assessed during the procedure); Public Interest Article 5.1 (a) of Regulation 2018/1725; - Family and personal situation: related data: such as, family composition, marriage certificate, birth certificate(s) of children, declaration of spouse/Partner's professional income, declaration of family allowances received from other sources (if applicable); Public Interest Article 5.1 (a) of Regulation 2018/1725; - Financial and administrative data: such as, legal entity form, bank account information for reimbursement of travel expenses (if applicable) and for salary/allowances (if not already provided); Public Interest Article 5.1 (a) of Regulation 2018/1725; Special categories of personal data - Juridic data: Article 11 of Regulation 2018/1725 (processing under control of official authority or when the processing is authorised by Union law); Public Interest Article 5.1 (a) of Regulation 2018/1725; - Health data: Article 10 of Regulation 2018/1725 (processing under control of official authority or when the processing is authorised by Union law);	1) Council Regulation (EU) 2021/2085 establishing the Global Health EDCTP3 JU, in particular Articles 12, 13, 14 and 41; 2) EU Staff Regulation, in particular Articles 12-15 and 83-84, 86 of the Conditions of Employment of other servants of the European Communities (ECES); 3) Service Level Agreements signed between the Global Health EDCTP3 JU and the European Commission (DG Human Resources). Additionally, the tool Systa has been purchased within ECDE-B FWC; 4) Global Health EDCTP3 JU implementing Rules for TA: Global Health EDCTP3 JU Governing Board decision n°7/2022 adopting general implementing provisions on the procedure governing the engagement and use of temporary staff under Article 207 of the Conditions of Employment of other Servants of the European Union (ECES); 5) Global Health EDCTP3 JU implementing Rules for CA: Global Health EDCTP3 JU Governing Board decision n°7/2022 adopting general provisions for implementing Article 79(2) of the Conditions of Employment of other Servants of the European Union, governing the conditions of employment of contract staff employed under the terms of Article 3a thereof.	Possible restrictions as laid down in Article 24 Regulation 2018/1725 can apply: Global Health EDCTP3 JU Governing Board decision n°3/2023 laying down internal rules concerning restrictions of certain rights of data subjects in relation to processing of personal data in the framework of the functioning of the Global Health EDCTP3 JU.	Global Health EDCTP3 JU Staff members: Appointed members of the selection committee: Human Resources Officer, Line Manager, Data Protection Officer (only for the purposes of replying to access requests or other consultations on data protection aspects from the HR Service); Executive Director (in case of a second interview); European Commission and its services: PMD, DG Human Resources and Security; Internal evaluators or experts, including staff committee representatives, existing the Global Health EDCTP3 JU; if appointed members of the selection committee, statutory staff of another EU institution or EDCCTP Association, as per Global Health's recruitment policy.	10 years from the end of the period worked by a recruited applicant; Special categories of personal data falling under Article 10 of the Regulation (e.g., health data, juridic data), if communicated by the candidate (as mentioned above), are stored until the end of the selection process, then they are deleted.	Staff dealing with this processing operation is designated on a need-to-know basis. Data kept according to the security measures adopted by the European Commission. Obligation of confidentiality of the staff. Appropriate technical and organisational security measures, giving due regard to the risks inherent in the processing and to the nature of the personal data concerned. Signature of absence of conflict of interest.	https://www.global-health-edctp3.europa.eu/about-us/legal notice-and-privacy_en	No	
DPO-01-02	Selection and recruitment of temporary agents (TA), contract agents (CA) and trainees (non-qualified candidates)	This processing operation consists of collecting applications of candidates, screening tables, pre-selection reports, selection reports, written tests, interview questions, offers for posts, short lists, reserve lists, etc. Special attention here applies to non-recruited candidates.	Data are processed for the purpose of organising the selection and recruitment procedures for TA, CA and trainees.	Global Health EDCTP3 JU	Processor: European Commission, in particular the DG Human Resources and Security (providing the recruitment tool Systa)	Candidates for TA, CA and trainee positions sending their application following publication of a Global Health EDCTP3 JU vacancy notice.	Global Health EDCTP3 JU Executive Director; Global Health EDCTP3 JU Legal and Data Protection Officer(s); Global Health EDCTP3 JU Human Resources Officer; Global Health EDCTP3 JU staff members appointed in the selection committee.	Personal data - Professional data (such as, occupation, past experience): Public Interest Article 5.1 (a) of Regulation 2018/1725; - Education (such as, studies): Public Interest Article 5.1 (a) of Regulation 2018/1725; - Personal details (such as, full name, email, date of birth): Public Interest Article 5.1 (a) of Regulation 2018/1725; - Personal characteristics as provided by the candidate or assessed during the procedure; Public Interest Article 5.1 (a) of Regulation 2018/1725; Special categories of personal data - Health data: Article 11 of Regulation 2018/1725 (processing under control of official authority or when the processing is authorised by Union law); Public Interest Article 5.1 (a) of Regulation 2018/1725; - Health data: Article 10 of Regulation 2018/1725 (processing under control of official authority or when the processing is authorised by Union law);	1) Council Regulation (EU) 2021/2085 establishing the Global Health EDCTP3 JU, in particular Articles 12, 13 and 41; 2) EU Staff Regulation, in particular Articles 12-15 and 83-84, 86 of the Conditions of Employment of other servants of the European Communities (ECES); 3) Service Level Agreements signed between the Global Health EDCTP3 JU and the European Commission (DG Human Resources). In addition, the tool Systa has been purchased within European Commission framework contract; 4) Global Health EDCTP3 JU implementing Rules for TA: Global Health EDCTP3 JU Governing Board decision n°7/2022 adopting general implementing provisions on the procedure governing the engagement and use of temporary staff under Article 207 of the Conditions of Employment of other Servants of the European Union (ECES); 5) Global Health EDCTP3 JU implementing Rules for CA: Global Health EDCTP3 JU Governing Board decision n°7/2022 adopting general provisions for implementing Article 79(2) of the Conditions of Employment of other Servants of the European Union, governing the conditions of employment of contract staff employed under the terms of Article 3a thereof.	Possible restrictions as laid down in Article 24 Regulation 2018/1725 can apply: Global Health EDCTP3 JU Governing Board decision n°3/2023 laying down internal rules concerning restrictions of certain rights of data subjects in relation to processing of personal data in the framework of the functioning of the Global Health EDCTP3 JU.	*European Commission and its services: - Directorate General for Human Resources and Security (DG HR) - Office for Administration and Payment of Individual Entitlements (PMD) - Internal evaluators or experts, including staff committee representatives, existing the Global Health EDCTP3 JU; if appointed members of the selection committee, statutory staff of another EU institution or EDCCTP Association, as per Global Health's recruitment policy; - Line Manager - Data Protection Officer (only for the purposes of replying to access requests or other consultations on data protection aspects from the HR Service) - Human Resources team.	2 years after the closure of the selection process for applicants not recruited, or, in case of appeals or judicial proceedings, 5 years after the final administrative or judicial decision has rendered. For applicants placed on a reserve list but not recruited: the data are kept for the period of validity of the reserve list + 1 year and after this time the data are destroyed; Special categories of personal data falling under Article 10 of the Regulation (e.g., health data), if communicated by the candidate (as mentioned above), are stored until the end of the selection process, then they are deleted.	Staff dealing with this processing operation is designated on a need-to-know basis. Data kept according to the security measures adopted by the European Commission. Obligation of confidentiality of the staff. Appropriate technical and organisational security measures, giving due regard to the risks inherent in the processing and to the nature of the personal data concerned. Signature of absence of conflict of interest.	https://www.global-health-edctp3.europa.eu/about-us/legal notice-and-privacy_en	No	
DPO-01-03	Selection and recruitment of interns	Collecting applications of candidates, screening tables, pre-selection reports, selection reports, written tests, interview questions, offers for posts, short lists, reserve lists, etc.	Data are processed for the purpose of organising the selection and recruitment procedures for interns at the Global Health EDCTP3 JU.	Global Health EDCTP3 JU	Processor: Randstad Belgium SA system (Randstad), by transferring to Global Health EDCTP3 JU through SA Systems for the employment of interns staff working within Global Health EDCTP3 JU.	Interns staff selected via an external contractor (Randstad Belgium)	Global Health EDCTP3 JU Executive Director; Global Health EDCTP3 JU Legal and Data Protection Officer(s); Global Health EDCTP3 JU Human Resources Officer; Global Health EDCTP3 JU staff members appointed in the selection committee.	Personal data - Professional data (such as, occupation, past experience): Public Interest Article 5.1 (a) of Regulation 2018/1725; - Education (such as, studies): Public Interest Article 5.1 (a) of Regulation 2018/1725; - Personal details (such as, full name, email, date of birth): Public Interest Article 5.1 (a) of Regulation 2018/1725; - Personal characteristics as provided by the candidate or assessed during the procedure; Public Interest Article 5.1 (a) of Regulation 2018/1725; Special categories of personal data - Juridic data: Article 11 of Regulation 2018/1725 (processing under control of official authority or when the processing is authorised by Union law); Public Interest Article 5.1 (a) of Regulation 2018/1725; - Health data: Article 10 of Regulation 2018/1725 (processing under control of official authority or when the processing is authorised by Union law); Public Interest Article 5.1 (a) of Regulation 2018/1725	Framework contract HR/LR/2019/023 signed by the European Commission (DG Human Resources and Security) with an external contractor.	Possible restrictions as laid down in Article 24 Regulation 2018/1725 can apply: Global Health EDCTP3 JU Governing Board decision n°3/2023 laying down internal rules concerning restrictions of certain rights of data subjects in relation to processing of personal data in the framework of the functioning of the Global Health EDCTP3 JU.	External evaluators or experts assisting the selection committee: The Global Health EDCTP3 JU Executive Director; Global Health EDCTP3 JU Staff members: Appointed members of the selection committee: Global Health EDCTP3 JU Executive Director (in case of a second interview) Data Protection Officer (only for the purposes of replying to access requests or other consultations on data protection aspects from the HR Service) External contractors under framework contract with the European Commission - Randstad.	For the duration of the selection procedure only: Juridic data, 5 years after the end of the selection procedure. Professions, Education, Personal characteristics, Personal details, Health data.	Staff dealing with this processing operation is designated on a need-to-know basis. Data kept according to the security measures adopted by the European Commission. Obligation of confidentiality of the staff. Appropriate technical and organisational security measures, giving due regard to the risks inherent in the processing and to the nature of the personal data concerned. Signature of absence of conflict of interest.	https://www.global-health-edctp3.europa.eu/about-us/legal notice-and-privacy_en	No	
DPO-01-04	New security badges and entry permits for Global Health EDCTP3 JU staff	Collecting personal data in the context of the security badge and entry permit management system.	Data are processed for the purpose of managing security badges and entry permits required to control access to the premises and secure areas of the participating Joint Undertakings.	Global Health EDCTP3 JU for processing applications received by non-staff members.	Processors: - European Commission Directorate-General for Human Resources and Security, with regard to the provision of the centralised badge issuance and access management services in accordance with instructions received from the relevant Joint Undertakings; - Microsoft Ireland as Cloud Service Provider (CSP), based on licensing agreement between the Global Health EDCTP3 JU and Microsoft, which acts as a data controller for the personal data of its staff members while Global Health EDCTP3 JU and DG HR process such personal data.	Joint Undertakings (i.e. Clear Aviation JU, Europe's Rail JU, Clean Hydrogen JU, Innovative Health Initiative JU, Chips JU, Circular Bio-based Europe JU, European Smart Networks and Services JU) as a data controller for the personal data of its staff members while Global Health EDCTP3 JU and DG HR process such personal data.	Global Health EDCTP3 JU Executive Director; Global Health EDCTP3 JU Human Resources Officer, Administration staff and Communication Team.	Personal data - Name and surname; Public Interest Article 5.1 (a) of Regulation 2018/1725; - Organisation; Public Interest Article 5.1 (a) of Regulation 2018/1725; - Date of Birth; Public Interest Article 5.1 (a) of Regulation 2018/1725; - Nationality; Public Interest Article 5.1 (a) of Regulation 2018/1725; - Personal number; Public Interest Article 5.1 (a) of Regulation 2018/1725; - Type of contract and duration; Public Interest Article 5.1 (a) of Regulation 2018/1725	1) Amendment 6 of the Service Level Agreements signed between the Global Health EDCTP3 JU and the European Commission (DG HR); 2) Memorandum of understanding related to the signature of the Service Level Agreement with European Commission (DG Human Resources) and Global Health EDCTP3 JU regarding Clear Aviation JU, Europe's Rail JU, Clean Hydrogen JU, Innovative Health Initiative JU, Chips JU, Circular Bio-based Europe JU, European Smart Networks and Services JU;	Possible restrictions as laid down in Article 24 of the Regulation, Global Health EDCTP3 JU has established internal policies that respect strict restrictions on these rights. The Decision of the European Commission n° 2/2019 of 16 January 2019 laying down internal rules concerning the restriction of the right of access of data subjects to their medical files.	The European Commission Directorate-General for Human Resources and Security, acting as processor for the operation of the centralised badge and access management system. The participating Joint Undertakings (Clear Aviation JU, Europe's Rail JU, Europe's Rail JU, Clean Hydrogen JU, Innovative Health Initiative JU, Chips JU, Circular Bio-based Europe JU, and European Smart Networks and Services JU), for purposes related to the management of access rights of their respective staff.	Personal data is retained for a period corresponding to the duration of the individual's contract with the organisation. Upon termination or expiry of the contract, the security badge and entry permit are withdrawn. Personal data is retained as required under Union law or for security, audit, litigation purposes, in which case data is kept only for as long as strictly necessary. Refer also to the entry DPO-01-07 – Personnel files below.	Appropriate technical and organisational security measures, giving due regard to the risks inherent in the processing and to the nature of the personal data concerned. The storage and processing of personal data in accordance with the security standards and measures adopted by the JU. First access controls ensuring that the personal data is accessible only to duly authorised staff members designated on a need-to-know basis.	https://www.global-health-edctp3.europa.eu/about-us/legal notice-and-privacy_en	No	For any potential international data transfers and applicable transfer mechanisms for the use of Microsoft services, please visit the privacy statement of Global Health EDCTP3.
DPO-01-05	Occupational health and medical data	Procedures put in place to ensure safety, health and welfare of Global Health EDCTP3 JU staff (Pre-recruitment medical examination; Annual and periodic medical examination; Global Health EDCTP3 JU does not collect medical certificates of staff members. These are directly sent to the medical service of the European Commission in accordance with the procedure established.	Management of health data in the workplace and pre-recruitment, annual or periodic medical examination.	Global Health EDCTP3 JU	Processors: European Commission, and in particular DG HR (Sympex), DGDG, EC external service providers (contractor or subcontractor) under direct or framework service procurement contracts (Belgium). In particular, the European Commission acts as a processor by providing the following tools: - "Sympex, which is an integrated information system for the management of human resources in the European Commission (and other institutions)." - "The Secured IT database (Joint Sickness Insurance Scheme), as a processor in the context of European Commission personnel data management, specifically within the scope of sickness insurance, also act as a processor (Belgium)." - Medical service provider for Global Health EDCTP3, by providing internal check at entry into service, medical control, medical visit.	Global Health EDCTP3 JU staff: temporary staff, contractual staff, relatives of the data subject.	Global Health EDCTP3 JU Human Resources Officer; Global Health EDCTP3 JU Administration & Financial Support staff.	Personal data - Family composition (such as, marriage certificate) and / or birth certificate of children for the establishment of allowances; Public Interest Article 5.1 (a) of Regulation 2018/1725; - Personal details (such as, surname, first name, date and place of birth, gender, nationality; Public Interest Article 5.1 (a) of Regulation 2018/1725; - Contact data: such as, telephone number, addresses, email; Public Interest Article 5.1 (a) of Regulation 2018/1725	1) Articles 28, 33 (pre-recruitment medical examination) and 19 (annual medical visits, specific medical check-ups and medical certification) of the EU Staff Regulations; 2) Articles 122(6), 11(2) and 82(3) of the Conditions of Employment of other servants of the European Union; 3) Service Level Agreements signed between the Global Health JU and the EC.	The medical files are kept at the Commission's medical services. Commission Decision (EU) 2019/154 of 30 January 2019 laying down internal rules concerning the restriction of the right of access of data subjects to their medical files.	Global Health EDCTP3 JU staff; European Commission (Medical services).	4 years (except if a dispute and appeal is underway)	Access on a need-to-know basis; Obligation of confidentiality of the staff. Appropriate technical and organisational security measures, giving due regard to the risks inherent in the processing and to the nature of the personal data concerned.	no	No	

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010-01-06	Evaluation of staff	Staff appraisal, probationary reports, reclassification of contract and temporary agents, renewal of contracts.	Personal data is collected to assess the performance with regard to the job specifications and defined objectives, and the potential and development or reclassification needs.	Global Health EDCFP3 JU	Processor: European Commission (DG HR), by supporting Global Health EDCFP3 JU in the provision of the IT Tool SYSPER (Belgium). Separate controller: Office for Administration and Payment of Individual Entitlements (PMAO).	Global Health EDCFP3 JU staff: temporary staff, contractual staff.	Global Health EDCFP3 JU Management; Global Health EDCFP3 JU Human Resources Officer.	Personal data: - Educational data (such as, curriculum vitae, including education (university degree / diploma), date of award of degree, length and description of professional experience, knowledge of languages and IT skills); - Public interest Article 5.1 (a) of Regulation 2018/1725; - Personal details (such as, surname, first name, date and place of birth, gender, nationality); - Public interest Article 5.1 (a) of Regulation 2018/1725; - Personal characteristics: Public interest Article 5.1 (a) of Regulation 2018/1725; - Professional data (such as, occupation and role); - Public interest Article 5.1 (a) of Regulation 2018/1725.	1) Articles 34, 43, 45 and 46 of the EU Staff Regulations and article 10(3) of Annex III; 2) Articles 14, 16, 38, 58, 91 of the Conditions of Employment of Other Servants; 3) Council Regulation (EU) 2017/2085 establishing the Global Health EDCFP3 JU, in particular Articles 17; 4) Decision n° 36/2023 of the Governing Board implementing Article 43 of the Staff Regulations implementing the first paragraph of Article 44 of the Staff Regulations for Temporary Agents (Appraisal TA); 5) Decision n° 37/2023 of the Governing Board implementing Article 43(1) of the Conditions of Employment of Other Servants of the European Union and implementing the first paragraph of Article 44 of the Staff Regulations (Appraisal CA); 6) Decision n° 38/2023 of the Governing Board implementing Article 54 of the CEOS (Reclassification TA); 7) Decision n° 39/2023 of the Governing Board implementing Article 87 (3) of the CEOS (Reclassification CA).	The medical files are kept at the Commission's medical services. Commission Decision (EU) 2018/1534 of 30 January 2019 laying down internal rules concerning the restriction of the right of access of data subjects to their medical files.	•European Commission and its services: - Directorate General for Human Resources and Security (DG HR) - Office for Administration and Payment of Individual Entitlements (PMAO) - Global Health EDCFP3 JU Staff members: - Human Resources team - Line Manager - Staff and joint reclassification committees, in case of reclassification.	10 years after termination of employment or the last pension payment. Personal characteristics, Personal details, Profession, 10 years after the extinction of all rights of the staff member and any dependants. Exclusion.	Appropriate technical and organisational security measures, giving due regard to the risks inherent in the processing and to the nature of the personal data concerned; Data kept according to the security measures adopted by the European Commission; Obligation of confidentiality of the staff. Staff dealing with this processing operation is designated on a need-to-know basis. Paper files are stored in a locked cupboard in the HR sector's secured office until their destruction.	no	No
010-01-07	Personal files of staff	Collection of staff documentation for recruitment, determination of rights, career development, appraisal.	Processing of staff data for employment control, setting up rights, complaints, appraisal, career development, contract termination.	Global Health EDCFP3 JU	Processor: European Commission, in particular DG HR, by supporting Global Health EDCFP3 JU in the provision of the IT Tool SYSPER and Secured IT data base (Joint Salaries Insurance Scheme) (Belgium). Separate controller: Office for Administration and Payment of Individual Entitlements (PMAO).	Global Health EDCFP3 JU staff: temporary staff, contractual staff. Dependants of the data subject (such as, children or further persons considered as dependants under the Staff Regulations)	Global Health EDCFP3 JU Management; Global Health EDCFP3 JU Human Resources Officer.	Personal data: - Educational data (such as, curriculum vitae and motivation letter, including education (university degree / diploma), date of award of degree, length and description of professional experience, knowledge of languages and IT skills); - Public interest Article 5.1 (a) of Regulation 2018/1725; - Personal information (such as, legitimacy form and bank account); - Public interest Article 5.1 (a) of Regulation 2018/1725; - Personal details (such as, surname, first name, date and place of birth, gender, nationality, copy of passport) (Proof of nationality); - Public interest Article 5.1 (a) of Regulation 2018/1725; - Personal characteristics: Public interest Article 5.1 (a) of Regulation 2018/1725; - Professional data (such as, copy of diploma, employment contracts, degrees, aiming at confirming the eligibility for the post and establishing the grading. For non-assessed professional activities (e.g. self-employed, third professions) (tax returns, statements of other third national bodies, or any other supporting document of an official nature); - Public interest Article 5.1 (a) of Regulation 2018/1725.	1) Art. 12, 20(6) and 82, 3(a) Conditions of Employment of other Servants; 2) Service Level Agreements signed between the Global Health EDCFP3 JU and the European Commission (DG HR) and the Office for Administration and Payment of Individual Entitlements (PMAO) 3) Decision n° 36/2023 of the Governing Board implementing Article 43 of the Staff Regulations implementing the first paragraph of Article 44 of the Staff Regulations for Temporary Agents (Appraisal TA); 4) Decision n° 37/2023 of the Governing Board implementing Article 43(1) of the Conditions of Employment of Other Servants of the European Union and implementing the first paragraph of Article 44 of the Staff Regulations (Appraisal CA); 5) Decision n° 38/2023 of the Governing Board implementing Article 54 of the CEOS (Reclassification TA); 6) Decision n° 39/2023 of the Governing Board implementing Article 87 (3) of the CEOS (Reclassification CA).	Commission Decision (EU) 2018/1534 of 30 January 2019 laying down internal rules concerning the restriction of the right of access of data subjects to their medical files.	European Commission and its services: Internal Audit Service, Medical Service and the Office for Administration and Payment of Individual Entitlements (PMAO); DG Human Resources and the Secured IT data base Global Health EDCFP3 JU staff members: Finance team (for reimbursement purposes), Line Manager and Global Health EDCFP3 JU Human Resources Officer.	Personal files are kept for 3 years after all rights of the staff member and any dependants have expired, and for at least 100 years from the person's recruitment date.	Appropriate technical and organisational security measures, giving due regard to the risks inherent in the processing and to the nature of the personal data concerned; Data kept according to the security measures adopted by the European Commission; Obligation of confidentiality of the staff. Staff dealing with this processing operation is designated on a need-to-know basis. Paper files are stored in a locked cupboard in the HR sector's secured office until their destruction.	no	No
010-01-08-a	Leaves and special leaves	Assessing the entitlement to annual leave and special leave and working conditions for temporary agents and contract agents. The special leaves include: 1- Marriage of an agent; 2- Marriage of a child of an agent; 3- Birth of a child of an servant; 4- Serious illness of the spouse; 5- Very serious illness of a child; 6- Serious illness of a child; 7- Serious illness of an ascendant; 8- Death of the spouse; 9- Death of wife during maternity leave; 10- Death of a child; 11- Death of an ascendant; 12- Death of a brother or sister; 13- Adoption; 14- Maternity; 15- Exercise of unremunerated external Activity; 16- Participation in the court's Judiciary; 17- Care; 18- Minor; 19- Election inside the duty station; 20- Participation in an examination / competition / selection organized by EPSO; 21- Community Institution or Agency; 22- Training; 23- Exercise of an elective public office; 24- Looking for a job at the end of the contract; 24- Travel time "special leave"; 25- Free time week; 26- Family leave; 27- Termination of functions; 28- Cancellation of an annual or special leave at the request of the person concerned; 29 Postponement of annual leave; 30- Flexitime; 31. Postponement of end of year.	The purpose of this processing activity is the management of annual leave and special leave entitlements.	Global Health EDCFP3 JU	Processor: European Commission, in particular the DG Human Resources, acting as processor by providing Medical Services and by supporting Global Health EDCFP3 JU in the provision of the IT Tool SYSPER (Belgium).	Global Health EDCFP3 JU staff: temporary staff, contractual staff, interns and trainees.	Global Health EDCFP3 JU Management; Global Health EDCFP3 JU Human Resources Officer.	Personal data: - Family composition (such as marriage certificate and / or birth certificate of children); - Public interest Article 5.1 (a) of Regulation 2018/1725; - Personal details (such as, full name, email, date of birth, copy of passport); - Public interest Article 5.1 (a) of Regulation 2018/1725; - Personal characteristics: Public interest Article 5.1 (a) of Regulation 2018/1725; Special categories of personal data: - Juridic data: Article 11 of Regulation 2018/1725 (processing under control of official authority or when the processing is authorised by Union law); - Public interest Article 5.1 (a) of Regulation 2018/1725; - Health data: Article 10 of Regulation 2018/1725 (processing under control of official authority or when the processing is authorised by Union law); - Data subject's sex life or sexual orientation: Article 10 of Regulation 2018/1725 (processing under control of official authority or when the processing is authorised by Union law); - Public interest Article 5.1 (a) of Regulation 2018/1725.	1) Articles 57-60 EU Staff Regulations; 2) Articles 11, 16, 38, 58, 91 of the Conditions of Employment of other Servants; 3) Service Level Agreements signed between the Global Health EDCFP3 JU and the EC (DG HR); 4) Global Health EDCFP3 JU Governing Board decision n° 6/2022 adopting by analogy EC Decisions including EC Decisions C20210805 on leave, C20180970 on part-time work, C2022023 on working time, C20210802 on maternity leave, C20181752 on parental leave and C20181749 on family leave.	Commission Decision (EU) 2018/1534 of 30 January 2019 laying down internal rules concerning the restriction of the right of access of data subjects to their medical files.	European Commission and its services: PMAO, DG Human Resources, DG DISG; Global Health EDCFP3 JU Staff members: Line Manager, Human Resources Officer, the Global Health EDCFP3 JU Executive Director.	6 + 4 years for all types of processed data, 1 + 5 years for special leaves for family reasons.	Access control and technical measures such as physical locks and/or secure connections and firewalls; Paper file is archived in a locked cupboard; Obligation of confidentiality of the staff. Staff dealing with this processing operation is designated on a need-to-know basis.	no	No
010-01-08-b	Sick leaves	Assessing the entitlement to sick leaves and working conditions for temporary agents and contract agents.	Personal data is managed and collected for the purpose of assessing the entitlement to sick leave for temporary agents and contract agents.	Global Health EDCFP3 JU	Processor: European Commission, in particular the DG Human Resources, acting as processor by providing Medical Services and by supporting Global Health EDCFP3 JU in the provision of the IT Tool SYSPER (Belgium). Separate controller: Office for Administration and Payment of Individual Entitlements (PMAO).	Global Health EDCFP3 JU staff: temporary staff, contractual staff, interns and trainees.	Global Health EDCFP3 JU Management; Global Health EDCFP3 JU Human Resources Officer.	Personal data: - Professional data (such as, occupation, role); - Public interest Article 5.1 (a) of Regulation 2018/1725; - Personal details (such as, full name, email, date of birth, copy of passport / ID); - Public interest Article 5.1 (a) of Regulation 2018/1725; - Personal characteristics: Public interest Article 5.1 (a) of Regulation 2018/1725; Special categories of personal data: - Health data: Article 11 of Regulation 2018/1725 (processing under control of official authority or when the processing is authorised by Union law); - Public interest Article 5.1 (a) of Regulation 2018/1725.	1) Articles 57-60 EU Staff Regulations; 2) Articles 11, 16, 38, 58, 91 of the Conditions of Employment of other Servants; 3) Service Level Agreements signed between the Global Health EDCFP3 JU and the EC (DG HR); 4) Global Health EDCFP3 JU Governing Board decision n° 6/2022 adopting by analogy EC Decisions including EC Decisions C20210805 on leave, C20180970 on part-time work, C2022023 on working time, C20210802 on maternity leave, C20181752 on parental leave and C20181749 on family leave.	Commission Decision (EU) 2018/1534 of 30 January 2019 laying down internal rules concerning the restriction of the right of access of data subjects to their medical files.	European Commission and its services: PMAO, DG Human Resources, DG DISG; Global Health EDCFP3 JU Staff members: Line Manager, Human Resources Officer, the Global Health EDCFP3 JU Executive Director.	4 years from the date of the sick leaves for all types of processed data.	Access control and technical measures such as physical locks and/or secure connections and firewalls; Paper file is archived in a locked cupboard; Obligation of confidentiality of the staff. Staff dealing with this processing operation is designated on a need-to-know basis.	no	No
010-01-08-c	Exceptional leave, absence and permennces	This processing activity occurs when assessing the entitlement to exceptional leave, absence and permennces for temporary agents and contract agents. The exceptional leave, absence and permennces could concern but are not limited to permennces during the Global Health EDCFP3 JU office closure, flexibility during public holidays (for example the possibility to work during the day of Easter), participation to strikes organized by unions. The exceptional leave, absence and permennces do not fall under the normal rules of leaves and special leave granted to staff members, for which another record gives account.	The purpose of this processing activity is to manage the exceptional leave, absence and permennces of staff members so that the Global Health EDCFP3 JU Service may determine if the staff members have rights are to be adapted.	Global Health EDCFP3 JU	Processor: European Commission, in particular the DG Human Resources, acting as processor by providing Medical Services and by supporting Global Health EDCFP3 JU in the provision of the IT Tool SYSPER (Belgium). Separate controller: Office for Administration and Payment of Individual Entitlements (PMAO).	Global Health EDCFP3 JU staff: temporary staff, contractual staff, interns and trainees.	Global Health EDCFP3 JU Management; Global Health EDCFP3 JU Human Resources Officer.	Personal data: - Professional data (such as, occupation, role); - Public interest Article 5.1 (a) of Regulation 2018/1725; - Personal details (such as, full name, email, date of birth, copy of passport / ID); - Public interest Article 5.1 (a) of Regulation 2018/1725; - Personal characteristics: Public interest Article 5.1 (a) of Regulation 2018/1725; Special categories of personal data: - Health data: Article 11 of Regulation 2018/1725 (processing under control of official authority or when the processing is authorised by Union law); - Public interest Article 5.1 (a) of Regulation 2018/1725.	1) Articles 57-60 EU Staff Regulations; 2) Articles 11, 16, 38, 58, 91 of the Conditions of Employment of other Servants; 3) Service Level Agreements signed between the Global Health EDCFP3 JU and the EC (DG HR); 4) Global Health EDCFP3 JU Governing Board decision n° 6/2022 adopting by analogy EC Decisions including EC Decisions C20210805 on leave, C20180970 on part-time work, C2022023 on working time, C20210802 on maternity leave, C20181752 on parental leave and C20181749 on family leave.	N/A	European Commission and its services: PMAO, DG Human Resources, DG DISG; Global Health EDCFP3 JU Staff members: Line Manager, Human Resources Officer, the Global Health EDCFP3 JU Executive Director.	4 years from the date of the exceptional leave, absence and permennces, for all types of processed data.	Access control and technical measures such as physical locks and/or secure connections and firewalls; Paper file is archived in a locked cupboard; Obligation of confidentiality of the staff. Staff dealing with this processing operation is designated on a need-to-know basis.	no	No
010-01-09	Salary	Personal data is collected in order to determine the staff member's entitlements. Documents are collected by the HR Service and sent to the relevant Commission service (PMAO) which will process the data in order to determine the financial rights of the staff member.	The purposes of this processing activity include: producing salary slips, determining allowances, establishment of financial rights, paying the salaries and allowances in Global Health EDCFP3 JU staff.	Global Health EDCFP3 JU	Separate controller: Office for Administration and Payment of Individual Entitlements (PMAO).	Global Health EDCFP3 JU staff: temporary staff, contractual staff, relatives of data subjects.	Global Health EDCFP3 JU Executive Director, Global Health EDCFP3 JU Human Resources Officer, Global Health EDCFP3 JU Administration & Financial Support staff.	Personal data: - Education (such as, studies); - Public interest Article 5.1 (a) of Regulation 2018/1725; - Family composition (such as, marriage certificate, birth certificate of children, declaration of spouse's partner's professional income, declaration of family allowances received from other sources (if applicable)); - Public interest Article 5.1 (a) of Regulation 2018/1725; - Personal information (such as, legitimacy form, bank account information); - Public interest Article 5.1 (a) of Regulation 2018/1725; - Professional data (such as, occupation, role); - Public interest Article 5.1 (a) of Regulation 2018/1725; - Personal details (such as, full name, email, date of birth); - Public interest Article 5.1 (a) of Regulation 2018/1725; - Personal characteristics (as provided by the employee); - Public interest Article 5.1 (a) of Regulation 2018/1725.	1) Article 62-70 EU Staff Regulations; 2) Service Level Agreements signed between the Global Health EDCFP3 JU and the European Commission (DG HR) and the PMAO; 3) Global Health EDCFP3 JU Governing Board decision n° 6/2022 on the adoption of the implementing rules of the Staff Regulations including general implementing provisions giving effect to Articles 67 and 68 of the EU Staff Regulations and Articles 1,2 and 3 of the Annex IV (C2004/1844) thereof on dependent children, C2018/0840 on internal expenses and C2006/1840 on household allowance.	Possible restrictions, as laid down in Article 25 Regulation 2018/1725 can apply. Global Health EDCFP3 JU Governing Board decision n° 37/2023 laying down internal rules concerning restrictions of certain rights of data subjects in relation to processing of personal data in the framework of the functioning of the Global Health EDCFP3 JU.	European Commission and its services: PMAO, DG Human Resources, DG DISG; Global Health EDCFP3 JU Staff member: Line Manager, Human Resources Officer, the Global Health EDCFP3 JU Executive Director.	Personal data is retained for a period of 8 years after the extinction of all rights of the staff member concerned and of any dependants, and for at least 100 years after the recruitment of the person.	Appropriate technical and organisational security measures, giving due regard to the risks inherent in the processing and to the nature of the personal data concerned; Data kept according to the security measures adopted by the European Commission; Obligation of confidentiality of the staff. Staff dealing with this processing operation is designated on a need-to-know basis.	no	No
010-01-10	Missions	Collection of contact details and meeting documentation (such as agenda), request files and reimbursement files, travel orders.	Personal data is collected for the management of the missions of the staff and the reimbursement of travel expenses and duty subsistence allowances.	Global Health EDCFP3 JU	Separate controller: Office for Administration and Payment of Individual Entitlements (PMAO). Processor: European Commission, through the provision of the IT Tool Mtp.	Global Health EDCFP3 JU Staff: temporary, contractual, trainees External staff: interns staff.	Global Health EDCFP3 JU Administration & Financial Support staff.	Personal data: - Financial information: Public interest Article 5.1 (a) of Regulation 2018/1725; - Personal details (such as, occupation, role); - Public interest Article 5.1 (a) of Regulation 2018/1725; - Personal details (such as, full name, email, ID details); - Public interest Article 5.1 (a) of Regulation 2018/1725; - Personal characteristics: Public interest Article 5.1 (a) of Regulation 2018/1725.	1) Articles 11-13 EU Staff Regulation 2) Global Health EDCFP3 JU implementing rules: Governing Board decision n° 37/2023 on the application by analogy of the Guide to missions and authorised travel	N/A	Global Health EDCFP3 JU Staff members: Administrative staff responsible for processing the files; European Commission and its services: PMAO Internal controller under framework contract with the European Commission - Global Business Travel.	10 years for all types of data after termination of all deadlines for appeal and/or budget discharge.	Staff dealing with this processing operation is designated on a need-to-know basis; Data kept according to the security measures adopted by the European Commission; Obligation of confidentiality of the staff; Appropriate technical and organisational security measures, giving due regard to the risks inherent in the processing and to the nature of the personal data concerned.	no	No

Register of personal data processing operations
Data Protection Officer: data-protection@global-health-edctp3.europa.eu

DPO-01-11	Prevention and management of conflicts of interests of the staff members of the Global Health EDCTP3 JU	Collecting and screening declarations of confidentiality and non-conflict of interests signed by all Global Health EDCTP3 JU staff members when they take up duties.	Personal data is processed for the sole purpose of applying the rules for the prevention and management of conflicts of interest of the Global Health EDCTP3 JU staff members in order to ensure the handling in a transparent and consistent manner of situations where conflicts of interest may arise.	Global Health EDCTP3 JU		Processor: European Commission services (DG Human Resources), by supporting Global Health EDCTP3 JU in the provision of IT Tool SYSPER (Belgium). Microsoft Ireland as Cloud Service Provider (CSP), based on licensing agreement between the Global Health EDCTP3 JU and Microsoft, Ireland as Licensing Solution Provider (LSP)	Global Health EDCTP3 JU staff: temporary, contractual, creation of data subjects.	Global Health EDCTP3 JU Executive Director; Global Health EDCTP3 JU Legal and Data Protection Officer(s); Global Health EDCTP3 JU Human Resources Officer; Global Health EDCTP3 JU Governing Board; Global Health EDCTP3 JU Administration & Financial Support staff.	Personal data: Characteristics of domicile: Legal obligation Article 5.1(b) Regulation 2018/1725; Education (such as, studies, copy of diploma(s)): Legal obligation Article 5.1(b) Regulation 2018/1725; Family composition (such as, marriage certificate, birth certificate(s) of children, declaration of spouse/partner's professional income, declaration of family allowances received from other sources (if applicable)): Legal obligation Article 5.1(b) Regulation 2018/1725; Financial information (such as, legal entity form, bank account information for reimbursement of travel expenses (if applicable) and for salary/allowances (if not already provided)): Legal obligation Article 5.1(b) Regulation 2018/1725; Personal data (such as, full name, email, date of birth): Legal obligation Article 5.1(b) Regulation 2018/1725; Professional data (such as, occupation, past experience): Legal obligation Article 5.1(b) Regulation 2018/1725; Special category of data: Philosophical or religious convictions: Article 10(2) (b) Regulation 2018/1725 (processing necessary for exercising specific controller rights/obligations under employment, social security or social protection law); Legal obligation Article 5.1 (b) of Regulation. 2018/1725; 2. Political preference: Article 10(2) (b) Regulation 2018/1725 (processing necessary for exercising specific controller rights/obligations under employment, social security or social protection law); Legal obligation Article 5.1 (b) of Regulation. 2018/1725; 3. Trade union membership: Article 10(2) (b) Regulation 2018/1725 (processing necessary for exercising specific controller rights/obligations under employment, social security or social protection law); Legal obligation Article 5.1 (b) of Regulation. 2018/1725.	1) Treaty on the Functioning of the European Union; 2) Title 4 of the Staff Regulations; 3) Articles 11 and 81 of the Conditions of Employment of Other Servants of the European Union; 4) Council Regulation (EU) 2021/2085 establishing the Global Health EDCTP3 JU, in particular Article 4(2); 5) Guidelines on the prevention and management of conflicts of interest in EU decentralised agencies dated 10 December 2013; 6) Agreement of the European Commission pursuant to Article 131 (2) of the Staff Regulations; 7) Global Health EDCTP3 JU implementing rules: Governing Board decision n° 3/2024 adopting rules on the prevention and management of conflicts of interests of the staff members of the Global Health EDCTP3 JU; 8) Article 61 of the EU Financial Regulation and Article 27 of the Global Health EDCTP3 JU Financial Rules.	Possible restrictions as laid down in Article 24 Regulation 2018/1725 can apply: Global Health EDCTP3 JU Governing Board decision n°16/2023 laying down internal rules concerning restrictions of certain rights of data subjects in relation to processing of personal data in the framework of the functioning of the Global Health EDCTP3 JU.	Global Health EDCTP3 JU Executive Director; Global Health EDCTP3 JU staff members: staff member concerned, Line manager, Legal Officer(s), Human Resources Officer; The general public: The declarations of interest submitted by the Global Health EDCTP3 JU Executive Director shall be available for public scrutiny with due regard to the applicable EU rules on protection of personal data and access to documents in the Global Health EDCTP3 JU Governing Board.	10 years after end of contract	no	Staff dealing with this processing operation is designated on a need-to-know basis. Data kept according to the security measures adopted by the European Commission; Appropriate technical and organisational security measures, giving due regard to the risks inherent in the processing and to the nature of the personal data concerned.	No	For any potential international data transfers and applicable transfer mechanisms for the use of Microsoft services, please visit the privacy statement of Global Health EDCTP3
DPO-01-12	Flexitime Management	Assessing and managing the entitlement of staff members to flexitime for temporary agents and contract agents.	Personal data is collected to authorise the recuperation of overtime based on the working hours registered in SYSPER by the staff member.	Global Health EDCTP3 JU		Processor: European Commission services (DG Human Resources), by supporting Global Health EDCTP3 JU in the provision of IT Tool SYSPER (Belgium).	Global Health EDCTP3 JU staff: temporary, contractual.	Global Health EDCTP3 JU Management; Global Health EDCTP3 JU Human Resources Officer.	Personal data: Personal details (such as, full name, email): Public interest Article 5.1(a) Regulation 2018/1725; Professional data (such as, occupation, role): Public interest Article 5.1(b) Regulation 2018/1725.	1) EU Staff Regulations; Article 55; 2) Article 124(2) of Staff Regulation; 3) Global Health EDCTP3 JU implementing rules: Global Health EDCTP3 JU Governing Board decision n°7/2022 on working time; 4) Service Level Agreements signed between the Global Health EDCTP3 JU and the EC (DG HR).	N/A	Global Health EDCTP3 JU staff members: Human Resources Officer, Line manager.	4 years from the end of flexitime period for all types of processed data.	no	Staff dealing with this processing operation is designated on a need-to-know basis. Data kept according to the security measures adopted by the European Commission.	No	
DPO-01-13	Teleworking	Management of the teleworking requests and agreements, planning regarding the ordering of IT tools and devices for the performance of telework. Staff members are granted access to a electronic tool in which they can launch a request for teleworking.	The purpose of this processing operation is to manage all temporal aspects of teleworking within a legal, standardised and controlled framework. It supports the administration and monitoring of teleworking. Specifically, the processing involves identifying staff members authorised to telework based on various criteria, such as teleworking eligibility, the interest of the service, or the staff member's motivation. Staff may submit either occasional or structural teleworking request via SYSPER.	Global Health EDCTP3 JU		Processor: European Commission services (DG Human Resources), by supporting Global Health EDCTP3 JU in the provision of IT Tool SYSPER (Belgium).	Global Health EDCTP3 JU Staff: temporary, contractual, trainees, interns.	Global Health EDCTP3 JU Management; Global Health EDCTP3 JU Human Resources Officer.	Personal data: Personal details (such as, full name, email): Public interest Article 5.1(a) Regulation 2018/1725; Professional data (such as, occupation, role): Public interest Article 5.1(b) Regulation 2018/1725; Family composition (such as, marriage certificate and / or both children of the candidate for the establishment of allowances): Public interest Article 5.1(a) Regulation 2018/1725; Special category of data: Health data: Article 10(2) (b) Regulation 2018/1725 (processing necessary for exercising specific controller rights/obligations under employment, social security or social protection law). This reason for the request may include long-term disability / illness. Article 10(2) (b) of Regulation 2018/1725 (processing is necessary for the purpose of prevention or occupational medicine, for the assessment of the working capacity of the employees, medical diagnosis, the provision of health or social care or treatment or the management of health or social care systems and services) can also be invoked as legal basis for special category of data. Public interest Article 5.1 (a) Regulation 2018/1725.	1) Article 124(2) of Staff Regulation; 2) Global Health EDCTP3 JU implementing rules: Global Health EDCTP3 JU Governing Board decision n°7/2022 on working time; 3) Service Level Agreements signed between the Global Health EDCTP3 JU and the EC (DG HR).	N/A	Data subject themselves: Right to access and rectify their own data in SYSPER; Global Health EDCTP3 JU staff members: the Global Health EDCTP3 JU Executive Director, Line Managers, Human resources team.	10 years after the extinction of all rights of the staff member and any dependents (i.e., people who are financially, legally, or administratively dependent on the employee).	no	Staff dealing with this processing operation is designated on a need-to-know basis. Data kept according to the security measures adopted by the European Commission; Secure transfer of data, by ensuring that data can be accessed only by authorised people. Health data processed with the principles of medical confidentiality by Human resources Officer.	No	
DPO-01-14	Communication of Global Health EDCTP3 JU staff personal data to governments of EU Member States	Collecting Global Health EDCTP3 JU staff personal data (name, function and address) and its communication, upon request, to the governments of the Member States.	The purpose of this processing operation stems from Article 15, at 2 of the Protocol n° 7 on the Privileges and Immunities of the European Union (annexed to the Treaty on the functioning of the European Union), according to which "The names, grades and addresses of officials and other persons included in such categories shall be communicated periodically to the governments of the Member States".	Global Health EDCTP3 JU	no		Global Health EDCTP3 JU staff: temporary, contractual; External staff: trainees and interns staff.	Global Health EDCTP3 JU Executive Director; Global Health EDCTP3 JU Legal and Data Protection Officer(s); Global Health EDCTP3 JU Management; Global Health EDCTP3 JU Human Resources Officer; Global Health EDCTP3 JU Administration & Financial Support staff.	Personal data: Personal details (such as, full name, email): Legal obligation Article 5.1(b) Regulation 2018/1725; Professional data (such as, occupation, role): Legal obligation Article 5.1(b) Regulation 2018/1725.	Article 15, at 2 of the Protocol n° 7 on the Privileges and Immunities of the European Union annexed to the Treaty on the Functioning of the European Union states that "The names, grades and addresses of officials and other servants included in such categories shall be communicated periodically to the governments of the Member States".	Possible restrictions as laid down in Article 24 Regulation 2018/1725 can apply: Global Health EDCTP3 JU Governing Board decision n°16/2023 laying down internal rules concerning restrictions of certain rights of data subjects in relation to processing of personal data in the framework of the functioning of the Global Health EDCTP3 JU.	Government organisations: Governments of the EU Member States (including but not limited to ministers and Permanent Representatives)	10 years after end of contract	no	Secure transfer of data, by ensuring that data can be accessed only by authorised people	No	
DPO-01-15	Use of private mobile phone number	This processing operation consists of collecting the private phone number of staff members.	1. For use only by HR and management 2. Data are processed in the framework of business continuity or in case of disaster recovery situation 3. Data are processed for immediate communication about business continuity and event of a disaster recovery situation 4. Data are processed for an internal crisis or regarding critical events organised in the context of the GH EDCTP3 activities 5. Data are processed in the ECAS System to allow two-step authentication for access to EC systems 6. Data are disclosed to non-Global Health EDCTP3 JU staff, when as far as reasonably ascertainable, this is for legitimate business purposes and public interest of the GH EDCTP3 JU.	Global Health EDCTP3 JU		Processors: European Commission ECAS system identification Microsoft Ireland as Cloud Service Provider (CSP), based on licensing agreement between the Global Health EDCTP3 JU and Microsoft, Ireland as Licensing Solution Provider (LSP)	Global Health EDCTP3 JU staff: temporary staff, contractual staff, interns and trainees.	Global Health EDCTP3 JU Human Resources team Global Health EDCTP3 JU staff in charge of business continuity plan or disaster recovery situations non-Global Health EDCTP3 JU staff	Personal data (name, and private mobile number): Article 5.1(a) of the GDPR	Council Regulation (EU) 2021/2085 establishing the Global Health EDCTP3 JU, in particular Article 19(6)	N/A	Global Health EDCTP3 JU Executive Director Global Health EDCTP3 JU Management Global Health EDCTP3 JU HR team and staff in charge of safety/security Global Health EDCTP3 JU EU delegations Global Health EDCTP3 JU staff	10 years from the extinction of any rights of the staff member	no	Staff dealing with this processing operation is designated on a need-to-know basis. Data kept according to the security measures adopted by the European Commission; Obligation of confidentiality of the staff; Appropriate technical and organisational security measures, giving due regard to the risks inherent in the processing and to the nature of the personal data concerned.	No	For any potential international data transfers and applicable transfer mechanisms for the use of Microsoft services, please visit the privacy statement of Global Health EDCTP3.
DPO-02 Procurement and Grants																	
DPO-02-01	Managing award procedures for procurement, grants and the selection of experts, and managing the execution of procurement and experts contracts and implementation of agreements (grants)	Processing operation "Managing award procedures for procurement, grants and the selection of experts, and managing the execution of procurement and experts contracts and implementation of agreements (grants)" undertaken by Global Health.	Purpose of the processing operation: managing award procedures (procurement, grants, experts) and managing the execution of contracts (procurement, experts) and the implementation of agreements (grants) concluded during the procedures. As regards external data subjects, upon receipt by the Global Health EDCTP3 JU of information related to an award procedure, contract or agreement (i.e. application document, communication from the data subject, personal data may be collected and processed by Global Health EDCTP3 JU services for the purpose of managing the procedure, contract or agreement. As regards internal data subjects, personal data may be collected and processed by JU services as part of the data subject using corporate procurement IT tools which support managing award procedures, the execution of contracts (procurement, experts) and the implementation of agreements (grants). Purpose for further processing: Scientific or historical research purposes and statistical purposes. Managing award procedures and managing the execution of contracts and the implementation of agreements leads to files which contain documented information (electronic and possibly paper) including, where necessary, personal data. The retention of such information is set out in the JU's Material List, and the minimization of storing the information and, hence, the personal data is a key goal. Documents, including those containing personal data, pertinent to unsuccessful participants are eliminated prior to the end of the pre-defined retention period as part of an administrative process for the elimination of documents. At the end of the pre-defined retention period, the files are usually subjected to sampling for transfer to the EU historical archives for further preservation. The vast majority of files are not sampled and are destroyed.	Global Health EDCTP3 JU		Joint controller: For grant management, Global Health EDCTP3 JU uses the European Commission's corporate IT tools, in particular SEDIA. Accordingly, the European Commission, the Research Executive Agency (REA), and Global Health EDCTP3 JU act as joint controllers for the related processing activities. In this context, the REA operates under a delegation of powers from the European Commission. The processing is carried out through the SEDIA IT systems, which comprise the EU funding and Tenders Portal and the SEDIA back office repositories. For procurement procedures, Global Health EDCTP3 JU uses the corporate eProcurement IT systems of the European Commission and in that case the European Commission and Global Health EDCTP3 JU are joint controllers. In case the Global Health does not use the IT tool for a procurement procedure, the JU remains sole controller. The processing operations on personal data carried out in this context are necessary and lawful under Article 3(1)(a), (b) and (c) of Regulation (EU) 1725/2018. (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; (b) processing is necessary for compliance with a legal obligation to which the controller is subject; (c) processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract.	External data subjects provide personal data when they: • participate in an award procedure regarding procurement, grants or the selection of experts; and • execute a contract (procurement, expert) or implement an agreement (grant) that has been awarded to them. Internal data subjects provide personal data when they: • manage an award procedure regarding procurement, grants or the selection of experts; • manage the execution of a contract (procurement, expert) or implementation of an agreement (grant); • identify, maintain and support the use of corporate eProcurement IT systems which support the above purpose as part of business processes; and • access corporate eProcurement IT systems for the purpose of acquisition via a procurement procedure or contract, or for performing a monitoring, audit or inspection task in application of European Union law.	N/A	As regards data subject external to the Global Health EDCTP3 JU: •Identification data: name, surname, passport number, ID number, IP address; •Function; •Contact details (e-mail address, business telephone number, mobile telephone number, fax number, postal address, company name and equipment, country of residence, internet address); •Certificates for social security contributions and taxes paid; extract from judicial records; •Financial data: bank account reference (IBAN and BIC codes), VAT number; •Information for the evaluation of selection criteria or eligibility criteria: expertise, technical skills and languages, educational background; professional experience including details on current and past employment; •Declaration on honour or the equivalent with regard to exclusion criteria, selection criteria and/or eligibility criteria; and •System related data: European Commission Authentication Service (EU Login) login name and password (only stored in EU Login), security disabling files (for audit trails). As regards data subject internal to the Global Health EDCTP3 JU: •Identification data: name, surname, email address, IP address; •Organisational data: organization, unit, etc.; •Personal data: Contracting Authority; Management and role; and •System related data: European Commission Authentication Service (EU Login) login name and password (only stored in EU Login), security disabling files (for audit trails).	The legal basis for the processing operations on personal data is Regulation (EU) (Euratom) 2014/2020 of the European Parliament and of the Council of 23 September 2014 on the financial rules applicable to the general budget of the Union (treas). Also, the specific legal basis for processing the above data can be found in the following articles: • Council Regulation (EU) 2021/2085 establishing the Global Health EDCTP3 JU, in particular Article 12(2)(b) and 24(1); • Regulation (EU) 2021/2095 of the European Parliament and of the Council of 26 April 2021 establishing Horizon Europe, in particular Article 29; • Articles 41 and 42 of the Global Health EDCTP3 JU Financial Rules; 43 Title VII of the EU Financial Regulation and Annex I to this Regulation (procurement); 44 Title VII of the EU Financial Regulation (grants); 45 Title VII of the EU Financial Regulation (grants).	Possible restrictions as laid down in Article 24 of the Regulation (EU) 2018/1725 can apply based on Global Health EDCTP3 JU Governing Board decision n°16/2023 laying down internal rules concerning restrictions of certain rights of data subjects in relation to processing of personal data in the framework of the functioning of the Global Health EDCTP3 JU, in particular Articles 8(1)(b), (b) and (c). Moreover, restrictions always foreseen in the EU Financial Regulation, in particular Article 342.	Global Health EDCTP3 JU Executive Director Global Health EDCTP3 JU Management Global Health EDCTP3 JU HR team and staff in charge of safety/security Global Health EDCTP3 JU EU delegations Global Health EDCTP3 JU staff	For a procurement award procedure, data are retained for a period of 10 years following the procedure's closure, although: • for unsuccessful tenders, data specific to the tenders are retained for 5 years following the closure of the procedure; • for unsuccessful candidates in response to an invitation to request to participate or successful candidates who did not subsequently tender, data specific to the candidate are retained for 5 years following the closure of the procedure; and • for candidates in a Call for Expression of Interest, data specific to the candidate are retained for, whichever is later: 1) 5 years after the last validity and date, 2) 5 years after the signature of the last contract concluded with a procedure based on the list, 3) 10 years after the signature of the last contract concluded with a procedure based on the list for which the candidate was a successful tenderer. As regards data collected when managing the execution of the contract, these are retained for 10 years following last payment made under the contract. Data collected during the grant award procedure are retained for 10 years, although data from unsuccessful applicants are retained for 5 years following the closure of the procedure. As regards data collected when managing the implementation of the grant agreement, these are retained for 10 years following the last payment under the agreement. Data regarding the drawing up and monitoring of experts' lists and the management of experts' contracts are retained for 10 years, while data related to unsuccessful experts are eliminated five years after the closure of the procedure. Notwithstanding the above retention periods, it should be noted that: As part of its general document management practices, as the concerned with an award procedure, contract or agreement and which includes data may be selected or sampled at the end of the retention period, as a result of which some data may be retained in the Commission's Contract Archives. Any retention of data may be temporarily extended if a monitoring, audit or inspection task in application of European law (e.g. internal audits, the Financial Irregularities Panel referred to in Article 18 of the Financial Regulation, the Factious Panel referred to in Article 145 of the Financial Regulation, European Anti-Fraud Office - OLAF) is ongoing; and Any action performed in corporate eProcurement IT systems by data subjects under their EU login is recorded without time limit in order to enable queries on financial, contractual and accounting matters as well as for audit trail purposes.	https://www.global-health-edctp3.europa.eu/about-us/legal notice and privacy en	No		

DPO-03 Communication activities																
DPO-03-014	Info day	Personal data is processed by Global Health EDCTP3 JU to facilitate the organization and management of the Global Health EDCTP3 Info Day, and to coordinate any necessary follow-up activities. This includes ensuring accountability and fulfilling communication, transparency, awareness, education, and promotional objectives.	The processing is required for registering participants and providing logistical support before, during, and after the event. It also covers taking and distributing minutes, disseminating agendas, presentations, or reports, and publishing content on the web or other media channels, including streaming.	Global Health EDCTP3 JU	Processors: - B2Match GmbH, which provides the B2Match tool - European Commission services managing the EU Survey tool (DG DIGIT) - Microsoft 365, which provides MS Teams - An external contractor which provides foundational support and services for the purposes of sending news, newsletter or invitations to future Global Health EDCTP3 JU events (but in case the data subject gives consent in the registration form for the Global Health EDCTP3 JU event gives his/her consent to the use of a newsletter)	Persons registered in the Global Health EDCTP3 JU info day	Global Health EDCTP3 JU Communication Team, administration and finance unit	Personal data: - Identification data (e.g. name, surname, organization): explicit consent Article 5.1(d) of Regulation 2018/1725 - Contact details (e.g. email address): explicit consent Article 5.1(d) of Regulation 2018/1725 - Professional data (e.g., Organization's country, area of work, role): explicit consent Article 5.1(d) of Regulation 2018/1725 - Usage and technical data: such as, IP addresses Additionally, in case a participant wants to participate also in the networking during the info day, the following data are requested through the B2Match platform: - Participant's country category, area of work and previous experience with international projects of the organization - Opinion and review by the participant of the event and networking organized by Global Health EDCTP3 JU as provided voluntarily by the participant - Information about the participant's professional expertise and	N/A	N/A	General Public due to the use and publishing of photos and video systems on the website of Global Health EDCTP3 JU but also the circulation of these materials in newsletters, social media (LinkedIn, Facebook, & WhatsApp) and for Global Health EDCTP3 JU future publications. EdMesh GmbH, which provides the B2Match tool Microsoft 365, which provides MS Teams Specific external organizations which provide foundational support and services for the purposes of sending news, newsletter or invitations to future Global Health EDCTP3 JU events	One year following the last follow-up action of the event or alternatively, it will be kept until the data subject decides to withdraw his/her consent (whichever comes first). In case of subscription to the Global Health EDCTP3 newsletter, the data subject's e-mail address is processed from the moment the individual subscribes to Global Health's newsletter until the individual requests to be taken off from Global Health's mailing list. The data subject's IP addresses used for such action (subscribe, confirm, unsubscribe) are also erased when the email address is deleted.	Appropriate technical and organizational security measures, giving due regard to the risks inherent in the processing and to the nature of the personal data concerned. Staff dealing with this processing operation is designated on a need-to-know basis.	https://www.global-health-edctp3.europa.eu/about-us/legal-notice-and-privacy_en	No	For any potential international data transfers and applicable transfer mechanisms for the use of Microsoft services, please visit the privacy statement of Global Health EDCTP3
DPO-03-018	Organization and management of Global Health EDCTP3 JU Legal and Financial Workshop as well as for the creation of a mailing list for the communication of information related to upcoming legal and financial activities of the Global Health EDCTP3 JU as well as to legal and financial trainings conducted by the EDCTP Association.	Processing of personal data for the organization and management of the Global Health EDCTP3 JU legal and financial workshops as well as for the creation of a mailing list for the communication of information related to upcoming legal and financial activities of the Global Health EDCTP3 JU as well as to legal and financial trainings conducted by the EDCTP Association.	Specifically, for the Global Health EDCTP3 legal & financial workshop, the processing is required for registering participants and providing logistical support before, during, and after the event. It also covers taking and distributing minutes, disseminating agendas, presentations, or reports, and publishing content on the web or other media channels (LinkedIn, Facebook, YouTube and XL) including streaming for promotion purposes. Additionally, under the data subject's consent given during the event registration page to the Global Health EDCTP3 JU, personal data may be stored in an internal contact database within Global Health EDCTP3 JU, allowing for future outreach regarding upcoming activities.	Global Health EDCTP3 JU	Processors: - European Commission services managing the EU Survey tool - Microsoft, which provides MS Teams - Mailjet, for the communication of information (through the use of a newsletter)	Persons registered at the Global Health EDCTP3 JU Workshop Persons that have registered to receive communications on upcoming legal & financial activities carried out by Global Health EDCTP3 JU as well as on legal and financial trainings conducted by the EDCTP Association.	Global Health EDCTP3 JU communication and IT teams.	Personal data: - Identification data (e.g. name, surname, gender): Article 5(1)(d) of Regulation (EU) 2018/1725, as necessary for the organization and management of the workshop / explicit consent Article 5.1(d) of Regulation 2018/1725 - Professional data (e.g., Organization): Article 5(1)(a) of Regulation (EU) 2018/1725, as necessary for the organization and management of the workshop / explicit consent Article 5.1(d) of Regulation 2018/1725 - Contact details (e.g. email address): explicit consent Article 5.1(d) of Regulation 2018/1725 - Usage and technical data: such as IP address, device and connection information, and log data including timestamps and participation records - Photos or video recordings: explicit consent Article 5.1(d) of Regulation 2018/1725	N/A	N/A	Microsoft, for the online technical support of the Legal & Financial Workshop	One year following the last follow-up action of the event or alternatively, it will be kept until the data subject decides to withdraw his/her consent (whichever comes first). In case the data subject has given consent for the Global Health EDCTP3 JU to keep their data in order to share with them future communications and events relevant to Global Health EDCTP3 JU, their data will be kept until the end of the JU's mandate or until you withdraw their consent to the use of their data.	Appropriate technical and organizational security measures, giving due regard to the risks inherent in the processing and to the nature of the personal data concerned. Staff dealing with this processing operation is designated on a need-to-know basis.	https://www.global-health-edctp3.europa.eu/about-us/legal-notice-and-privacy_en	No	
DPO-03-02	E-newsletter subscription and related information	Establishing a list of email addresses to which each issue of the e-newsletter is sent; sending emails; invitations to events, alerts, e-news, and other relevant information.	Personal data is collected for the purpose of subscribing to the Global Health EDCTP3 JU's electronic newsletter via the Global Health EDCTP3 JU website.	Global Health EDCTP3 JU	Processor: WMH Project (WMH) (provision of newsletter through Mailjet)	"General public" having requested or explicitly consented to remain in the Global Health EDCTP3 JU database and to continue receiving emails, invitations to events, alerts, e-news, newsletters and other relevant information from the Global Health EDCTP3 JU.	Global Health EDCTP3 JU Communication Team.	Personal data: - Personal details (e.g., first name and last name) - Contact details (e.g., e-mail address) - Professional details (e.g., occupation) The lawfulness of this processing activity is based explicit consent provided by the data subjects Article 5.1(d) of Regulation 2018/1725, and on public interest Article 5.1(a) Regulation (EU) 2018/1725 (personal details).	Articles 5 and 100 of Regulation (EU) 2021/2085 establishing the Global Health EDCTP3 JU	N/A	Global Health EDCTP3 JU Communication Team External service providers (e.g., EC DG DIGIT)	For the lifetime of the JU ending on 31 December 2031 or until subscriber withdraws consent, for all types of data processed.	Appropriate technical and organizational security measures, giving due regard to the risks inherent in the processing and to the nature of the personal data concerned. Staff dealing with this processing operation is designated on a need-to-know basis.	https://www.global-health-edctp3.europa.eu/about-us/legal-notice-and-privacy_en	No	
DPO-03-03	EU Survey Tool for event registrations	Collecting personal data for the purposes of participation in an on-line survey in order to be able to participate in a Global Health EDCTP3 JU event on a voluntary basis. This specific on-line service consists of an on-line form made available on the EU Survey application, managed by the European Commission.	Personal data is collected in order to share information about the event on the Global Health EDCTP3 JU and EU/CPHA websites and social media accounts, to ensure all necessary organizational steps to allow participants access on the premises of the event's venue, for the management of the event itself, to ensure event follow-up activities.	Global Health EDCTP3 JU	Joint controller: European Commission services managing the EU survey tool (DG DIGIT) Processor: WMH Project for supporting Global Health in the provision of the newsletter (through the use of Mailjet), and also provides foundational support and services for the purpose of sending news, newsletter or invitations to future Global Health EDCTP3 JU events (but in case the data subject gives consent in the registration form for the Global Health EDCTP3 JU event gives his/her consent to the use of a newsletter and/or keep your data in order to inform the data subject for future events)	Registrants or attendees attend through the EU Survey tool.	Global Health EDCTP3 JU Communication Team.	Personal data: - Professional data (e.g., Organization): Public interest Article 5.1(a) Regulation (EU) 2018/1725, Explicit consent Article 5.1(d) of Regulation 2018/1725. - Personal details (e.g., name, surname, country): Public interest Article 5.1(a) Regulation (EU) 2018/1725, Explicit consent Article 5.1(d) of Regulation 2018/1725. - Contact details (e.g., email address): Public interest Article 5.1(a) Regulation (EU) 2018/1725, Explicit consent Article 5.1(d) of Regulation 2018/1725. Special categories of personal data: - Health data: Article 9(2)(b) Regulation 2018/1725 (processing necessary for exercising specific controller rights/obligations under employment, social security or social protection law): Explicit consent Article 5.1(d) of Regulation 2018/1725.	Article 19(d) of Regulation (EU) 2021/2085 establishing the Global Health EDCTP3 JU	N/A	Global Health EDCTP3 JU staff members: Communication teams, Internal and extra-muros external service providers (Global Health EDCTP3 JU contractors). Only teams of personal data (name, surname, employee, email address) for the purpose of sending news, newsletter or invitations to future Global Health EDCTP3 JU events. European Commission and its services: Authorized staff.	3 month after the results of the survey have been aggregated for all types of data processed.	Staff dealing with this processing operation is designated on a need-to-know basis. Data kept according to the security measures adopted by the European Commission. Secure transfer of data.	https://www.global-health-edctp3.europa.eu/about-us/legal-notice-and-privacy_en	No	
DPO-03-04	Management of Global Health EDCTP3 JU meetings with external participants	Collecting personal data for the purpose of organizing Global Health EDCTP3 JU meetings between external and Global Health EDCTP3 JU staff.	Personal data is processed for the purpose of organizing and managing meetings and coordinating any required follow-up activities, as well as for accountability and communication/transparency/awareness/promotion purposes. Processing of personal data may be necessary in the framework of registration and accommodation of meeting participants, logistics support before, during and after the meeting, minutes taking and distribution of minutes, dissemination of agendas, presentations and/or reports, web publication, publication on media channels such as streaming, enabling the Global Health EDCTP3 JU to provide participants with further information on particular meetings in the future. Personal data may be part of a contact details database shared internally in Global Health EDCTP3 JU in order for the latter to contact data subjects in case of future meetings. Your data may be obtained directly from you or requested from another source (contact details' databases, publicly accessible sources, another participant in the meeting entitled to provide data on your behalf, etc.).	Global Health EDCTP3 JU	Processors: - External contractors (GAS, Belgium), responsible for the management of the building (in case of a pre-arranged meeting organized in the premises of the Global Health) - Microsoft Ireland as Cloud Service Provider (CSP), based on licensing agreement between the Global Health EDCTP3 JU and Microsoft. - Microsoft as the provider of MS Teams - Helium as Licensing Solutions Provider (LSP)	Any natural person acting on a private basis or on behalf of a legal person submitting a request for a meeting with the Global Health EDCTP3 JU Executive Director or Global Health EDCTP3 JU staff. Global Health EDCTP3 JU staff participating in the meetings.	Global Health EDCTP3 JU staff members and possibly external providers, their subcontractors and the general public respectively.	Personal data: - Identification data: such as, Name, Surname - Professional data: such as, Position held, Country and Organization/Institution - Contact data: such as, Email address - Communication data: such as, chat messages, audio/video streams and shared content where applicable - Participation data: such as, display name and attendance status The lawfulness of this processing activity is based on public interest, Article 5.1(a) Regulation 2018/1725. In particular regarding photos and audio/video streams, the lawfulness of this processing activity is based on explicit consent provided by the data subjects Article 5.1(d) of Regulation 2018/1725. Special categories of data: - Health data: (art. 9(2)(b) Regulation 2018/1725 (processing necessary for exercising specific controller rights/obligations under employment, social security or social protection law); Public interest Article 5.1(a) Regulation 2018/1725, Explicit consent Article 5.1(d) of Regulation 2018/1725.	N/A	N/A	Microsoft Ireland as Cloud Service Provider (CSP), based on licensing agreement between the Global Health EDCTP3 JU and Microsoft. Microsoft as the provider of MS Teams Helium as Licensing Solutions Provider (LSP)	Until the end of the cooperation of the external with the JU, or up until such time where the data subject withdraws consent for processing the personal data. Health data will be deleted directly after the meeting.	Staff dealing with this processing operation is designated on a need-to-know basis. Appropriate technical and organizational security measures, giving due regard to the risks inherent in the processing and to the nature of the personal data concerned. Access by our personnel or third parties' personnel will only be on a need-to-know basis and be subject to strict confidentiality obligations. Access control and technical measures such as secure connections and firewalls are also applied. De-identification of personal data when they are no longer necessary for the purposes outlined in this report, unless there is: - An overriding interest of GH EDCTP3 JU, or any other third party, in keeping your personal data identifiable, or - A legal or regulatory obligation or a judicial or administrative order that prevents the JU from de-identifying them. Third parties, such as an external service providers, are allowed to process your personal data on our behalf on our explicit written instruction, only. We ensure that third parties are committed to processing data lawfully and	https://www.global-health-edctp3.europa.eu/about-us/legal-notice-and-privacy_en	No	
DPO-03-05	Publishing personal data of Global Health EDCTP3 JU staff on the Global Health EDCTP3 JU internet website and other social media and platforms as well as on premises.	Collecting personal data for the purpose of publishing names, titles and photos of the Global Health EDCTP3 JU staff on the Global Health EDCTP3 JU internet website and other social media and platforms as well as on premises.	Personal data is processed for the purpose of organization and dissemination purposes of the JU activities and in particular for purposes of using, re-using, publishing and re-publishing in whole or in part, on the internet, website, social media channels, newsletter or other communication platforms used by Global Health EDCTP3 JU joint Undertaking as well as for decoration purposes in the JU's premises.	Global Health EDCTP3 JU	Processors: - Microsoft Ireland as Cloud Service Provider (CSP), based on licensing agreement between the Global Health EDCTP3 JU and Microsoft. - Helium as Licensing Solutions Provider (LSP)	Global Health EDCTP3 JU staff members	Global Health EDCTP3 JU staff members	Personal data: - Personal details (full names for internet): Explicit consent Article 5.1(d) of Regulation 2018/1725. - Profession (job title for internet): Explicit consent Article 5.1(d) of Regulation 2018/1725. - Personal details (full names for external publication): Explicit consent Article 5.1(d) of Regulation 2018/1725. - Profession (job title for external publication): Explicit consent Article 5.1(d) of Regulation 2018/1725. - Photographs (for internet and/or external use): Explicit consent Article 5.1(d) of Regulation 2018/1725.	Council Regulation (EU) 2021/2085 of 19 November 2021 establishing the joint Undertaking under Horizon Europe, including Global Health EDCTP3 JU, in particular Article 19(d).	N/A		Until the end of the data subject's contract with the JU, or up until such time where the data subject withdraws their consent for processing the relevant data.	Access control and technical measures such as physical locks and/or secure connections and firewalls are also applied.	no	No	For any potential international data transfers and applicable transfer mechanisms for the use of Microsoft services, please visit the privacy statement of Global Health EDCTP3

Register of personal data processing operations
Data Protection Officer: data-protection@global-health-edctp3.europa.eu

DPO-03-06	Management of the Twelfth EDCTP3 forum	Collecting and processing personal data for the purposes of managing the Twelfth EDCTP3 forum	Processing of personal data in the framework of managing the Twelfth EDCTP3 forum for following purposes: * To allow participants to register, via to attend the Forum; * To provide periodic reminder about the Forum; * To provide access to the venue of the Forum; * To manage participation in the event; * To manage any forum follow-up actions; * To share forum's content (audio and photos) via communication channels (social media and websites); * To present aggregated statistical reports; * To reimburse expenses for the sponsored participants; * To submit data to the Global Health EDCTP3 JU members; * To inform participants for future Global Health EDCTP3 JU events; * To increase networking opportunities amongst participants.	Global Health EDCTP3 JU	Processor: Codaforma SA (through the provision of the test files) Sub-processor: Events Factory	* Any natural person that registers to participate in the EDCTP3 Forum and participates in person. * Global health EDCTP3 JU staff that registers and participates in the EDCTP3 Forum	Global Health EDCTP3 JU staff members; the third party contractors; the subcontractors of the third party contractors that assist the Global Health EDCTP3 JU for the organization of the forum. Third parties on explicit written instruction of the Global Health EDCTP3 JU	Personal characteristics (e.g., title, first name, family name, gender, country, previous attendance, quality of grant funded) in the framework of the registration to the conference and in-person participation. Public interest – Article 5.1(a) of Regulation 2018/1725 Profession (e.g., organization, organization type, function) in the organization, media outlet name, short bio) in the framework of the registration to the conference and in-person participation. Public interest – Article 5.1(a) of Regulation 2018/1725 Contact details (e.g., email address, contact phone number, address for reimbursement purposes) in the framework of the registration to the conference and in-person participation. Public interest – Article 5.1(a) of Regulation 2018/1725 Identification details (e.g., ID#, passport number, copy of press accreditation) in the framework of the registration to the conference and in-person participation of sponsored participants / media representatives: Public interest – Article 5.1(a) of Regulation 2018/1725 Financial details (e.g., bank details, reimbursement-related data, individualized information on transport and accommodation) in the framework of the in-person participation of sponsored participants: Public interest – Article 5.1(a) of Regulation 2018/1725 Photos in the framework of the registration to the conference and in-person participation: Public interest – Article 5.1(a) of Regulation 2018/1725 Photographs and videos taken during the event and published on the Global Health EDCTP3 JU internet, website and social media. Explicit consent – Article 5.1(a) of Regulation 2018/1725 Special categories of personal data: Health information (e.g., request for wheelchair accessibility) in the framework of the registration to the conference and in-person participation: Article 10.2(b) of Regulation 2018/1725	Council Regulation (EU) 2021/2085 of 19 November 2021 establishing the Joint Undertaking under Horizon Europe, including Global Health EDCTP3 JU, in particular Article 10(6)	N/A	For the sponsored participants, the processor, codiforma SA, will also process the above data for preparing and delivering their attendance certificate (on demand) and gathering their signatures for the accommodation allowance. Badges will be delivered to participants at the registration desk. Rest of attendees of the event can have access to the names, functions and email address of the participants (if the data subject has granted his/her explicit consent in the registration form). The Rwanda Biomedical Centre (RBC) will have access to the following data of its on-site participants: title, first name, last name, gender, email address, country, organization, and profession. Personal data are only processed for as long as needed to achieve the purposes. However, such information may be kept for a longer period for statistical purposes (data aggregation). Personal data submitted via registration form will be deleted after maximum one year following the last follow-up action. In case of sponsored participants, part of the data (name, surname, title, signature, email, bank details, fiscal code and address if applicable) is stored for accounting purposes for a maximum period of 10 years. Videos and photos of the forum will be archived after maximum 10 years according to the legal archiving obligations and will be no longer available on the Global Health EDCTP3 JU website anymore after that period.	Appropriate technical and organizational measures to keep personal data safe from unauthorized access or theft as well as accidental loss, tampering or destruction are going to be taken. Access to our personnel or third parties' personnel will only be on a need-to-know basis and be subject to strict confidentiality obligations. Access control and technical measures such as secure connections and firewalls are also applied. Based on the agreement between Global Health EDCTP3 JU and RBC supplementary technical measures have been agreed, such as, when in travel and at rest, data is encrypted, user access management with clear roles and responsibilities and limited access rights, measures to detect unauthorized access, implementation of industry standard security measures, physical security of the device that can access the personal data, testing before use of the measures, etc.	https://www.global-health-edctp3.eu/about-us/about-us-privacy-and-privacy_en	Yes		Adequacy Decision	
DPO-03-06a	Management of EDCTP Forum 2022 event	Processing of personal data in the framework of the EDCTP Forum 2022, including submission, management and evaluation of abstracts and scientific symposia, event registration, online networking, in-person participation and promotion of the event.	Personal data is processed for the following purposes: the abstract and symposia submission, to organize and manage the abstract and symposia submission and for the purpose of their evaluation. Global Health EDCTP3 JU will also process data when the data subject registers to attend the event (Eventxdata). To use the online networking platform (Eventxdata). Global Health EDCTP3 JU could also publish and promote on its communication channels (website, newsletter and social media) materials related to EDCTP Forum 2022 (abstracts, posters, pictures, videos and recordings) and promote them on social media (Twitter, Facebook, YouTube and IG). Upon explicit consent, Global Health EDCTP3 JU may also share your personal data with BMJ Public Health with a view of publishing your abstract in a scientific publication.	Global Health EDCTP3 JU	Processor: WMH Project (WMH) SJ sub-processor will support the Processor to print to the badge) BMJ Public Health, to publish abstracts to scientific publication. Further sub-processor: Centium Software (provider of Eventxdata)	Any natural person participating in the EDCTP Forum 2022 - either by submitting an abstract and/or symposium application and/or by attending in person. Processor: WMH Project (WMH) SJ staff members participating in the organization of the EDCTP Forum 2022, including registration, management and evaluation of abstracts and scientific symposia, event registration, online networking, in-person participation, and promotion of the event.	Global Health EDCTP3 staff members and possibly external providers, their subcontractors and the general public respectively	1. Submission, management and evaluation of abstracts/workshops/symposia (Public interest- Article 5.1(a) EU GDPR) Identification and contact details: title, name, email, address Professional details: organization, function, country 2. Event registration and online networking (Consent (Article 5.1(a) EU GDPR) Data processed (all participants): Identification and contact details: name, email Professional details: organization, role, function Background information: nationality, evidence, grant, previous attendance Participation-related data: grant participation, grant number, reasons to attend, role in the forum Additional data (invited speakers): Photos, phone number, short bio Additional data (sponsored participants): Identification data (personnel details): date of birth Travel data: departure/return details, accommodation information Financial data: bank details, reimbursement address Badge printing: Name, organization, function, country, registration number 3. Promotion of the event (Consent - Article 5.1(a) EU GDPR) Photos and videos Publication on website, newsletter and social media Webstreaming and recording of sessions	Council Regulation (EU) 2021/2085 of 19 November 2021 establishing the Joint Undertaking under Horizon Europe, including Global Health EDCTP3 JU, in particular Article 10(6)	N/A	Executive Director, Assistant of the Executive Director, Legal Officer and Data Protection Officer(s) and Communication team. External evaluators or experts assisting the Global Health EDCTP3 JU in the abstract and/or symposia evaluation; • Editors • European Commission and its services; • EDCPS and Policy where required. Personal data are only processed for as long as needed to achieve the purposes listed under heading 3 above, or up until such time where you withdraw your consent for processing them. The personal data of applicants whose abstracts and/or symposia applications are selected will be retained for the 10 years after the conclusion of the EDCTP Forum 2022. The personal data of applicants whose abstracts and/or symposia applications are not selected will be deleted following the publication of the evaluation results.	Appropriate technical and organizational measures to keep personal data safe from unauthorized access or theft as well as accidental loss, tampering or destruction. Access by our personnel or third parties' personnel will only be on a need-to-know basis. Access control and technical measures such as physical locks and/or secure connections and firewalls are also applied.	https://www.global-health-edctp3.eu/about-us/about-us-privacy-and-privacy_en	No		Designations	
DPO-03-07	Organization of a series of photography and video sessions in Africa in local institutions and the creation of a photo/video library of projects funded by Global Health EDCTP3 JU for communication purposes.	Organization of various photography and video sessions in Africa in local institutions and creation a photo/video library of all projects funded by Global Health EDCTP3 JU.	* Create a photo/video library * Use the photo/videos on Global Health EDCTP3 website, newsletters, publications and social media accounts and to illustrate the work funded by Global Health EDCTP3 JU.	Global Health EDCTP3 JU	Processor: Netcomptony Sub-processor: Makenema Media	* Research staff * Health workers * Patients	The accessibility of personal data is strictly controlled based on the type of data and the purpose for which it is processed. Access to this data is granted only on a need-to-know basis, ensuring that only authorized personnel within Global Health EDCTP3 JU. The policy helps to protect the confidentiality and integrity of your data, minimizing the risk of unauthorized access.	Personal data: Identification Effort Address Full name (surname and first name) Date of birth Address The lawfulness of this processing activity is based on explicit consent provided by the data subjects: Article 5.1(a) of Regulation 2018/1725	N/A	N/A	Global Health EDCTP3 JU Communication Team External service providers of Global Health EDCTP3 JU, namely Netcomptony and Makenema Media for the purpose of organization of a series of photography and video sessions in Africa in local institutions and the creation of a photo/video library of projects funded by Global Health EDCTP3 JU. General Public due to the use and publishing of photos and video sessions on the website of Global Health EDCTP3 JU but also the creation of these materials in newsletters, social media accounts (eHealth, X, Bilibili, YouTube) and for Global Health EDCTP3 JU future publications. Data is securely retained for a period of the mandate of the Global Health EDCTP3 JU (until 2031) (based on the data subjects' consent or alternatively, it will be kept until the data subject decides to withdraw their consent, whichever comes first).	Appropriate technical and organizational security measures, giving due regard to the risks inherent to the processing and to the nature of the personal data concerned. Staff dealing with this processing operation is designated on a need-to-know basis.	https://www.global-health-edctp3.eu/about-us/about-us-privacy-and-privacy_en	No			
DPO-03-08	Creation and use of a journalists' contact mailing list and the distribution of a dedicated press newsletter	Establishing a list/journalists' contact email list for the distribution of a dedicated press newsletter, or the redistribution of relevant information, such as: invitation to events, alerts etc...	Personal data are processed for the purpose of subscribing to the Global Health EDCTP3 JU's electronic press mailing list on the Global Health EDCTP3 JU's website and/or via email and/or social media and establishing a list of journalists' email addresses to which press releases and other pieces of information are sent, such as: press releases, alerts, news, and other relevant information	Global Health EDCTP3 JU	Processor: Netcomptony (using Mailjet) WMH Project	Journalists	Global Health EDCTP3 JU Communication Team.	Personal data: Personal details (e.g., name and surname) Explicit consent Article 5.1(a) of Regulation 2018/1725. Professional data (such as, Legal Entity form and Bank Account Information) Contact details (e.g., email) Explicit consent Article 5.1(a) of Regulation 2018/1725.	Articles 1 and 100 of Regulation (EU) 2021/2085 establishing the Global Health EDCTP3 JU	N/A	Global Health EDCTP3 JU Communication Team External service providers. For the lifetime of the JU ending on 31 December 2031 or until subscriber withdraws consent, for all types of data processed.	Appropriate technical and organizational security measures, giving due regard to the risks inherent to the processing and to the nature of the personal data concerned. Staff dealing with this processing operation is designated on a need-to-know basis.	https://www.global-health-edctp3.eu/about-us/about-us-privacy-and-privacy_en	No			
DPO-04 Administration, Finance and Audits																	
DPO-04-01	External audits and ex-post controls	Personal data is collected in the conduct of checks and financial controls of grant agreements or service or support contracts aimed at verifying beneficiary's compliance with all contractual provisions (including Financial provisions). The purpose of the control is to check that the addressee and the provisions of the grant agreement or contract are being properly implemented and to assess the legality and regularity of the transaction underlying the implementation of the EU budget.	Personal data is collected and managed for the sole purpose of preparing and communicating the audit reports to the external auditors.	Global Health EDCTP3 JU	Processor: European Commission Prossessors: Audits are performed by the European Court of Auditors (ECA) and by the Internal Audit Service of the European Commission (EC). The IT tools used for audit purposes include the European Commission corporate IT tools, such as COMFAS, AIDEA, and PHOT, for audits conducted by the European Court of Auditors. ECA specific IT tools are used.	Members and applicants' data (in case of legal entities, their representatives). Global Health EDCTP3 JU External contractors (Member providers of Global Health EDCTP3 JU) Subcontractors (Member providers of Global Health EDC	Global Health JU Executive Director; Global Health JU Management; Global Health JU Administration & Financial Support staff; Global Health JU Internal Control and Audit Manager; Global Health JU Governing Board.	Personal data: Educational data (such as, university degree / diploma, date of award of degree) Legal obligation Article 5.1(b) of Regulation 2018/1725. Personal information (such as, Legal Entity form and Bank Account Information); Legal obligation Article 5.1(b) of Regulation 2018/1725. Professional data (such as, length and description of professional experience, knowledge of languages and IT skills); Legal obligation Article 5.1(b) of Regulation 2018/1725. Personal details (such as, surname, first name, date and place of birth, gender, nationality, copy of passport/ID (proof of nationality)); Legal obligation Article 5.1(b) of Regulation 2018/1725. Contact details (such as, telephone number, addresses, email); Legal obligation Article 5.1(b) of Regulation 2018/1725.	1) Council Regulation (EU) 2021/2085 establishing the Global Health EDCTP3 JU, in particular Article 32; 2) Financial Rules of Global Health EDCTP3 JU, in particular Chapter 4, Chapter 7 (Articles 40, 41 and 71 of the EU Financial Regulation); 3) Articles 70 and 71 of the EU Financial Regulation; 4) Governing Board decision n°12/2023 on internal control framework and n°25/2023 on adopting the internal audit capability and appointing the audit liaison officer.	Possible restrictions as laid down in Article 20 Regulation 2018/1725 can apply. Global Health EDCTP3 Governing Board decision n°24/2023 laying down internal rules concerning restrictions of certain rights of data subjects in relation to processing of personal data in the framework of the functioning of the Global Health EDCTP3 JU, in particular Articles 9(3)(b) and (c).	Commission and its services; Accounting Officer of the European Court of Auditors; DG EDCP, Internal Audit Service; European Data Protection Supervisor; Data Protection Supervisor; Internal and extra-muros external service providers; Global Health EDCTP3 JU contractors, the external auditors; Global Health EDCTP3 JU Executive Director; Global Health EDCTP3 JU staff members; Internal Control and Audit Manager, head of Administration & Finance, Data Protection Officer, Administration and Finance Support team; Global Health EDCTP3 Governing Board.	10 years after the closure of the audit for all types of data processed regarding audits; 1 years after the closure of the control for all types of data processed regarding ex post controls.	Data kept according to the security measures adopted by the European Commission. Staff dealing with this processing operation is designated on a need-to-know basis.	Processing of personal data when the European Commission carries out external audits and controls, published in the online Public Register of the DPO under reference number DPE-EC-031036. The policies are published on the Global Health EDCTP3 JU website: https://www.global-health-edctp3.eu/about-us/about-us-privacy-and-privacy_en	No		
DPO-04-02	Internal audits	The Internal Auditor reports to the Global Health EDCTP3 JU as an ex-ante tool finding and recommendations and advises on dealing with risks, by issuing independent opinions on the quality of management and control systems and by issuing recommendations for improving the conditions of implementation of operations and promoting sound financial management.	Personal data is collected and managed for the purpose of independent, risk based and objective assurance and consulting services designed to add value and improve the operations of the Global Health EDCTP3 JU.	Global Health EDCTP3 JU	Joint controller: The European Commission (represented by DG BUDG) for the management of procurement procedures and grant applications (using IT corporate European Commission tools such as CRMA EC). Prossessors: Audits may be also carried out by external audit firms (Baker Tilly), Microsoft related to Cloud Service Provider (CSP). The use of M365 is based on licensing agreement between the Global Health EDCTP3 JU and Microsoft. In-house as Licensing Solutions Provider (LSP)	Global Health JU staff; Global Health JU contractors; Members of the persons above mentioned, whose personal data are available in the systems and/or files of the European Commission.	Global Health JU Executive Director; Global Health JU Management; Global Health JU Human Resources Officer; Global Health JU Administration & Financial Support staff; Global Health JU Internal Control and Audit Manager; Global Health JU Governing Board.	Personal data: Educational data (such as, university degree / diploma, date of award of degree) Legal obligation Article 5.1(b) of Regulation 2018/1725. Personal information (such as, Legal Entity form and Bank Account Information); Legal obligation Article 5.1(b) of Regulation 2018/1725. Professional data (such as, length and description of professional experience, knowledge of languages and IT skills); Legal obligation Article 5.1(b) of Regulation 2018/1725. Personal details (such as, surname, first name, date and place of birth, gender, nationality, copy of passport/ID (proof of nationality)); Legal obligation Article 5.1(b) of Regulation 2018/1725. Contact details (such as, telephone number, addresses, email); Legal obligation Article 5.1(b) of Regulation 2018/1725.	1) Council Regulation (EU) 2021/2085 establishing the Global Health EDCTP3 JU, in particular Article 32; 2) Financial Rules of Global Health EDCTP3 JU, in particular Chapter 3 and Chapter 7 (Articles 40, 41 and 71 of the EU Financial Regulation); 3) Articles 70 and 71 of the EU Financial Regulation; 4) Governing Board decision n°12/2023 on internal control framework and n°25/2023 on adopting the internal audit capability and appointing the audit liaison officer.	Possible restrictions as laid down in Article 20 Regulation 2018/1725 can apply. Global Health EDCTP3 JU Governing Board decision n°174/2023 laying down internal rules concerning restrictions of certain rights of data subjects in relation to processing of personal data in the framework of the functioning of the Global Health EDCTP3 JU, in particular Articles 9(3)(b) and (c).	European Commission and its services: DG EDCP, Internal Audit Service; European Data Protection Supervisor; European Court of Auditors; Global Health EDCTP3 Governing Board; Global Health EDCTP3 Executive Director; Global Health EDCTP3 JU staff members; Data Protection Officer, Internal Control and Audit Manager, head of Administration and Finance, Data Protection Officer, Administration and Finance Support team.	10 years after the closure of the audit for all types of data.	Staff dealing with this processing operation is designated on a need-to-know basis.	No		For any potential international data transfers, and applicable transfer mechanisms for the use of Microsoft services, please see the privacy statement of Global Health EDCTP3.	

Register of personal data processing operations
Data Protection Officer: data-protection@global-health-edctp3.europa.eu

DPO-04-03	Anti-fraud procedures	This processing operation takes form in collecting 2023 training data in order to ensure the effectiveness of potential fraud and financial irregularities to assets whether there are prompts to forward the information to the relevant authorities for investigation, in particular the European Anti-Fraud Office (OLAF).	The purpose of the processing operation is to facilitate internal investigations conducted by OLAF, which may carry out further external investigations, including on the spot checks and inspections, with a view to establishing whether there has been fraud, irregularity or any other illegal activity affecting the financial interests of the Union in connection with an agreement or a contract funded by the Global Health EDCFP3 JU	Global Health EDCFP3 JU	no	Natural persons who are or were suspected of wrongdoing which is the subject of the OLAF investigations. Natural persons who have provided information to OLAF including informants, whistleblowers, witnesses and persons who have provided statements. Staff of OLAF operational partners e.g. competent staff of the EU institutions and bodies or national authorities working on OLAF matters whose name appears in documents drafted by OLAF. Other persons whose name appears in the case file but have no relevance to the case.	Global Health EDCFP3 JU staff dealing with anti-fraud cases. Internal Control and Audit Manager.	Personal data: • Educational data (such as, university degree / diploma, date of award of degree) Public Interest Article 5.1(a) Regulation 2018/1725. • Professional information (such as, Legal Entity Name and Bank Account information) Public Interest Article 5.1(a) Regulation 2018/1725. • Professional data (such as, length and description of professional experience, knowledge of languages and IT skills) Public Interest Article 5.1(a) Regulation 2018/1725. • Personal details (such as, surname, first name, date and place of birth, gender, nationality, copy of passportID (proof of nationality)) Public Interest Article 5.1(a) Regulation 2018/1725. • Contact details (such as, telephone number, addresses, email) Public Interest Article 5.1(a) Regulation 2018/1725. Special categories of personal data may be processed if absolutely necessary. For example, in the context of an anti-fraud investigation or assessment where relevant sensitive information is unavoidably included in the evidence required for the establishment, exercise, or defence of legal claims, necessary for important reasons of public interest, as provided under Article 10(2) of Regulation (EU) 2018/1725, or where explicit consent of the data subject has been obtained, where applicable and highly valid. In all cases, the processing of special categories of data is limited to what is absolutely relevant and strictly necessary, subject to enhanced confidentiality and access restrictions, and, carried out only on a case-by-case basis, not as part of routine processing.	Articles 287 and 325 of the Treaty on the Functioning of the European Union (TFEU). Regulation (EU) 2021/695 of the European Parliament and of the Council of 28 April 2021 establishing Horizon Europe. In particular Article 16. Council Regulation (EU) 2021/2085 establishing the Global Health EDCFP3 JU, in particular Article 30. Regulation (EU, Euratom) 2024/2029 of the European Parliament and of the Council of 23 September 2024 on the financial rules applicable to the general budget of the European Union. • Governing Board Decision n° 1/2023 laying down internal rules concerning the rights of data subjects in relation to processing of personal data in the framework of the functioning of the Global Health EDCFP3 JU, in particular Article 3(2)(a), (b), (c), (d), (e), (f), (g) and (h). European Commission and its services: European Anti-Fraud Office, Internal Audit Service, European Data Protection Supervisor, European Court of Auditors. European Commission and its services: Internal Audit Service, Ethics experts or task force, Global Health EDCFP3 JU staff, Executive Director, Head of Admin and Finance, Internal Control and Audit Manager, OLAF management and their back-up. Data subject themselves: The whistleblowers, Personnel relations data subject. Any person who may be concerned.	1 year after the end of the investigation.	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. Organizational 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 as well as a need to know basis and measures are also adopted by OLAF.	https://www.global-health-edcfp3.europa.eu/about-us/legal-notice-and-privacy-20	No		
DPO-04-04	Whistleblowing procedures	Collecting data for the purpose of establishing channels for whistleblowers, enabling and following up reports, and ensuring protection of adequate remedies for whistleblowers.	Personal data is collected to ensure the protection and adequate remedies for whistleblowers, the management and follow up reports and establish reporting channels for whistleblowers.	Global Health EDCFP3 JU	no	Global Health EDCFP3 JU staff. Any third parties mentioned in the context of a specific case.	• Global Health EDCFP3 JU Executive Director • Global Health EDCFP3 JU Head of Administration and Finance • Global Health EDCFP3 JU Internal Control and Audit Manager • Global Health EDCFP3 JU OLAF correspondent and their back-up	Personal data: • Professional: legal obligation Article 5.1 (b) of Regulation 2018/1725. • Personal details: legal obligation Article 5.1 (b) of Regulation 2018/1725. • Personal details: first name and last name, function and place of employment / administrative address, email. • For the person allegedly committing wrongdoing: first name and last name, function and place of employment, email, any other data necessary for the identification of the whistleblower. • For the witness: first name and last name, function and place of employment, any other data necessary for the justification of whistleblower liability as a witness. • For the third party: first name and last name, function and place of employment, any other data contained in the report.	Articles 117 and 325 of the Treaty on the Functioning of the European Union (TFEU) regarding the protection of the financial interests of the Union and the right against fraud affecting these interests. The Staff Regulations of Officials of the European Union ("Staff Regulations") and the Conditions of Employment of Other Servants of the European Union (CEOS), laid down by Council Regulation (EEC, Euratom, ECSC) No 258/68, in particular Articles 21 of the Staff Regulations and Article 31 and 81 of the Conditions of Employment of Other Servants of the European Union. Regulation (EU, Euratom) 2024/2029 of the European Parliament and of the Council of 23 September 2024 on the financial rules applicable to the general budget of the European Union. • Governing Board Decision n° 1/2023 laying down internal rules on whistleblowing. • Governing Board Decision n° 12/2023 adopting the Global Health EDCFP3 JU Internal Control and Audit Manager. • Governing Board Decision n° 22/2022 adopting the Global Health EDCFP3 JU Internal Control and Audit Manager. • Governing Board Decision n° 9/2024 on the Global Health EDCFP3 JU anti-fraud strategy (OH EDCFP3 JU 08.08.2024). Regulation (EU, Euratom) No 883/2013 of the European Parliament and of the Council of 11 September 2013 regarding the investigations conducted by the European Anti-Fraud Office (OLAF) and repealing Regulation (EC) No 3071/99 of the European Parliament and of the Council and Council Regulation (Euratom) No 1074/99.	Respective restrictions as laid down in Article 21 Regulation 2018/1725 can apply. Global Health EDCFP3 JU Governing Board Decision n° 1/2023 laying down internal rules concerning restrictions of certain rights of data subjects in relation to processing of personal data in the framework of the functioning of the Global Health EDCFP3 JU, in particular Article 3(2)(a), (b), (c), (d), (e), (f), (g) and (h). European Commission and its services: European Anti-Fraud Office, Internal Audit Service, European Data Protection Supervisor, European Court of Auditors. European Commission and its services: Internal Audit Service, Ethics experts or task force, Global Health EDCFP3 JU staff, Executive Director, Head of Admin and Finance, Internal Control and Audit Manager, OLAF management and their back-up. Data subject themselves: The whistleblowers, Personnel relations data subject. Any person who may be concerned.	1 month after the final decision has been issued to all the parties involved.	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. Organizational 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.	https://www.global-health-edcfp3.europa.eu/about-us/legal-notice-and-privacy-20	No	
DPO-04-05 and DPO-04-06	Processing of personal data within the framework of the anti-harassment procedure (third data and soft data)	The collection of data takes place in the context of selecting and appointing confidential counsellors or in the context of the informal procedure described in the Global Health EDCFP3 JU internal management procedure.	Specifically, the collection of hard data aims at the identification of the persons, the management of historical records and most importantly at the identification of recurrent and multiple cases. Personal data is collected for the sole purpose of the procedure detailed in the Global Health EDCFP3 JU policy on protecting the dignity of the persons and preventing psychological harassment and sexual harassment. Soft data are allegations and declarations based upon the subjective perceptions of the counsellors. Personal data is collected for the purpose of the procedure detailed in the Global Health EDCFP3 JU policy on protecting the dignity of the persons and preventing psychological harassment and sexual harassment.	Global Health EDCFP3 JU	no	Procedures: Microsoft Ireland as Cloud Service Provider (CSP), based on licensing agreement between the Global Health EDCFP3 JU and Microsoft. Verium as Licensing Solutions Provider (LSP)	Global Health EDCFP3 JU staff.	Global Health EDCFP3 JU Executive Director; Global Health EDCFP3 JU Legal and Data Protection Officer(s); Global Health EDCFP3 JU Human Resources team	Personal data: • Professional data (such as, length and description of professional experience) Public Interest Article 5.1(a) Regulation 2018/1725. • Personal details (such as, surname, first name, date and place of birth, gender, nationality, copy of passportID (proof of nationality)) Public Interest Article 5.1(a) Regulation 2018/1725. 1) Article 12(4) and 24 of the EU Staff Regulations; 2) Governing Board Decision n° 1/2023 on staff implementing rules on harassment; 3) Executive Director decision n°12/2023 on the adoption of the Global Health EDCFP3 JU Action Plan.	Respective restrictions as laid down in Article 21 Regulation 2018/1725 can apply. Global Health EDCFP3 JU Governing Board Decision n° 1/2023 laying down internal rules concerning restrictions of certain rights of data subjects in relation to processing of personal data in the framework of the functioning of the Global Health EDCFP3 JU, in particular Article 3(2)(a), (b), (c), (d), (e), (f), (g) and (h). European Commission and its services: European Anti-Fraud Office, Internal Audit Service, European Data Protection Supervisor, European Court of Auditors. European Commission and its services: Internal Audit Service, Ethics experts or task force, Global Health EDCFP3 JU staff, Executive Director, Head of Admin and Finance, Internal Control and Audit Manager, OLAF management and their back-up. Data subject themselves: The whistleblowers, Personnel relations data subject. Any person who may be concerned.	For files that have not given rise to administrative investigations: 5 years from the closure of the file. For files with administrative investigations without disciplinary consequences: 15 years after the closure of the file. For disciplinary procedures: 30 years after the closure of the file.	Obligation of confidentiality of the staff. Staff dealing with this processing operation is designated on a need-to-know basis.	https://www.global-health-edcfp3.europa.eu/about-us/legal-notice-and-privacy-20	No	For any potential international data transfers and applicable transfer mechanisms for the use of Microsoft services, please visit the privacy statement of Global Health EDCFP3.
DPO-04-07	Data protection officer's investigations and handling of complaints	Collecting personal data for the handling of the data protection and handling of complaints.	In the context of his/her tasks, the DPO may perform investigations on requests, or upon the DPO's own initiative, into matters and circumstances directly relating to the DPO tasks. The DPO also handles complaints on infringement of data protection rules.	Global Health EDCFP3 JU	no	Procedures: Microsoft Ireland as Cloud Service Provider (CSP), based on licensing agreement between the Global Health EDCFP3 JU and Microsoft. Verium as Licensing Solutions Provider (LSP)	Global Health EDCFP3 JU staff.	Global Health EDCFP3 JU Executive Director; Global Health EDCFP3 JU Legal and Data Protection Officer(s); Global Health EDCFP3 JU Human Resources team	Personal data: • Professional data (such as, length and description of professional experience) Article 5.1(a) Regulation 2018/1725. • Personal details (such as, surname, first name, date and place of birth, gender, nationality, copy of passportID (proof of nationality)) Article 5.1(a) Regulation 2018/1725. 1) Article 45(2) and 57(1) of Regulation 2018/1725; 2) Governing Board Decision n° 1/2023 on staff implementing Rules and in particular Articles 6 and 7.10.	Respective restrictions as laid down in Article 21 Regulation 2018/1725 can apply. Global Health EDCFP3 JU Governing Board Decision n° 1/2023 laying down internal rules concerning restrictions of certain rights of data subjects in relation to processing of personal data in the framework of the functioning of the Global Health EDCFP3 JU, in particular Article 3(2)(a), (b), (c), (d), (e), (f), (g) and (h). European Commission and its services: European Anti-Fraud Office, Internal Audit Service, European Data Protection Supervisor, European Court of Auditors. European Commission and its services: Internal Audit Service, Ethics experts or task force, Global Health EDCFP3 JU staff, Executive Director, Head of Admin and Finance, Internal Control and Audit Manager, OLAF management and their back-up. Data subject themselves: The whistleblowers, Personnel relations data subject. Any person who may be concerned.	20 years after the end of the investigation, in case of data breach. 10 years after the end of the investigation for other types of investigation. 10 years after the closure of the file in case of admissible complaints, 5 years for inadmissible complaints.	Obligation of confidentiality of the staff. Staff dealing with this processing operation is designated on a need-to-know basis.	https://www.global-health-edcfp3.europa.eu/about-us/legal-notice-and-privacy-20	No	For any potential international data transfers and applicable transfer mechanisms for the use of Microsoft services, please visit the privacy statement of Global Health EDCFP3.
DPO-04-08	Policy on sensitive functions	Collecting personal data for the management of sensitive posts	Personal data is collected to ensure the functioning of an effective and efficient internal control system, in particular on functions that are genuinely sensitive, i.e. where the risk of fraud or irregularities in the use of funds and sensitive information is significant.	Global Health EDCFP3 JU	no	Procedures: Microsoft Ireland as Cloud Service Provider (CSP), based on licensing agreement between the Global Health EDCFP3 JU and Microsoft. Verium as Licensing Solutions Provider (LSP)	Global Health EDCFP3 JU staff.	Global Health EDCFP3 JU Executive Director; Global Health EDCFP3 JU Legal and Data Protection Officer(s); Global Health EDCFP3 JU Human Resources team	Personal data: • Professional data (such as, length and description of professional experience) Article 5.1(a) Regulation 2018/1725. • Personal details (such as, surname, first name, date and place of birth, gender, nationality, copy of passportID (proof of nationality)) Article 5.1(a) Regulation 2018/1725. 1) Council Regulation (EC) No 2088/95 of 18 December 1995 on the protection of the European Communities' Financial Interests. 2) Governing Board Decision n° 1/2023 on staff implementing rules on harassment; 3) Executive Director decision n°12/2023 on the adoption of the Global Health EDCFP3 JU Action Plan.	N/A	10 years after the end of the investigation, in case of data breach. 10 years after the end of the investigation for other types of investigation. 10 years after the closure of the file in case of admissible complaints, 5 years for inadmissible complaints.	Obligation of confidentiality of the staff. Staff dealing with this processing operation is designated on a need-to-know basis.	https://www.global-health-edcfp3.europa.eu/about-us/legal-notice-and-privacy-20	No	For any potential international data transfers and applicable transfer mechanisms for the use of Microsoft services, please visit the privacy statement of Global Health EDCFP3.
DPO-04-09	Policy on sensitive functions	Collecting personal data for the management of sensitive posts	Personal data is collected to ensure the functioning of an effective and efficient internal control system, in particular on functions that are genuinely sensitive, i.e. where the risk of fraud or irregularities in the use of funds and sensitive information is significant.	Global Health EDCFP3 JU	no	Procedures: Microsoft Ireland as Cloud Service Provider (CSP), based on licensing agreement between the Global Health EDCFP3 JU and Microsoft. Verium as Licensing Solutions Provider (LSP)	Global Health EDCFP3 JU staff.	Global Health EDCFP3 JU Executive Director; Global Health EDCFP3 JU Legal and Data Protection Officer(s); Global Health EDCFP3 JU Human Resources team	Personal data: • Professional data (such as, length and description of professional experience) Article 5.1(a) Regulation 2018/1725. • Personal details (such as, surname, first name, date and place of birth, gender, nationality, copy of passportID (proof of nationality)) Article 5.1(a) Regulation 2018/1725. 1) Council Regulation (EC) No 2088/95 of 18 December 1995 on the protection of the European Communities' Financial Interests. 2) Governing Board Decision n° 1/2023 on staff implementing rules on harassment; 3) Executive Director decision n°12/2023 on the adoption of the Global Health EDCFP3 JU Action Plan.	N/A	10 years after the end of the investigation, in case of data breach. 10 years after the end of the investigation for other types of investigation. 10 years after the closure of the file in case of admissible complaints, 5 years for inadmissible complaints.	Obligation of confidentiality of the staff. Staff dealing with this processing operation is designated on a need-to-know basis.	https://www.global-health-edcfp3.europa.eu/about-us/legal-notice-and-privacy-20	No	For any potential international data transfers and applicable transfer mechanisms for the use of Microsoft services, please visit the privacy statement of Global Health EDCFP3.
DPO-04-10	Training session on anti-fraud, ethics and whistle blowing	Collecting of personal data for the training session on anti-fraud, ethics and whistle blowing	Personal data is collected to transfer the list of attendees to both: 1) internal Audit Service of the European Commission that the staff followed the session.	Global Health EDCFP3 JU	no	Procedures: Microsoft Ireland as Cloud Service Provider (CSP), based on licensing agreement between the Global Health EDCFP3 JU and Microsoft. Verium as Licensing Solutions Provider (LSP)	Global Health EDCFP3 JU staff.	Global Health EDCFP3 JU Executive Director; Global Health EDCFP3 JU Legal and Data Protection Officer(s); Global Health EDCFP3 JU Human Resources team	Personal data: • Professional data (such as, length and description of professional experience) Article 5.1(a) Regulation 2018/1725. • Personal details (such as, surname, first name, date and place of birth, gender, nationality, copy of passportID (proof of nationality)) Article 5.1(a) Regulation 2018/1725. 1) Council Regulation (EC) No 2088/95 of 18 December 1995 on the protection of the European Communities' Financial Interests. 2) Governing Board Decision n° 1/2023 on staff implementing rules on harassment; 3) Executive Director decision n°12/2023 on the adoption of the Global Health EDCFP3 JU Action Plan.	N/A	10 years after the end of the investigation, in case of data breach. 10 years after the end of the investigation for other types of investigation. 10 years after the closure of the file in case of admissible complaints, 5 years for inadmissible complaints.	Obligation of confidentiality of the staff. Staff dealing with this processing operation is designated on a need-to-know basis.	https://www.global-health-edcfp3.europa.eu/about-us/legal-notice-and-privacy-20	No	For any potential international data transfers and applicable transfer mechanisms for the use of Microsoft services, please visit the privacy statement of Global Health EDCFP3.
DPO-04-11	Provision of accounting and treasury services of Business Partners (legal entities and bank account records) in the central European Commission's Accounting System SUMMA	Processing of personal data within the framework of the provision of accounting and treasury services with SUMMA, the registration and related financial transactions of Business Partners (legal entities and bank account records) in the central European Commission's Accounting System SUMMA	Personal data is collected for the following purposes: ensure accounting and treasury, registration and related financial transactions of Business Partners (legal entities and bank account records) in the central European Commission's Accounting System SUMMA (hereafter, "processing operation")	Global Health EDCFP3 JU	no	Procedures: Microsoft Ireland as Cloud Service Provider (CSP), based on licensing agreement between the Global Health EDCFP3 JU and Microsoft. Verium as Licensing Solutions Provider (LSP)	Global Health EDCFP3 JU staff.	Global Health EDCFP3 JU Executive Director; Global Health EDCFP3 JU Legal and Data Protection Officer(s); Global Health EDCFP3 JU Human Resources team	Personal data: • Professional data (such as, length and description of professional experience) Article 5.1(a) Regulation 2018/1725. • Personal details (such as, surname, first name, date and place of birth, gender, nationality, copy of passportID (proof of nationality)) Article 5.1(a) Regulation 2018/1725. 1) Council Regulation (EC) No 2088/95 of 18 December 1995 on the protection of the European Communities' Financial Interests. 2) Governing Board Decision n° 1/2023 on staff implementing rules on harassment; 3) Executive Director decision n°12/2023 on the adoption of the Global Health EDCFP3 JU Action Plan.	N/A	10 years after the end of the investigation, in case of data breach. 10 years after the end of the investigation for other types of investigation. 10 years after the closure of the file in case of admissible complaints, 5 years for inadmissible complaints.	Obligation of confidentiality of the staff. Staff dealing with this processing operation is designated on a need-to-know basis.	https://www.global-health-edcfp3.europa.eu/about-us/legal-notice-and-privacy-20	No	For any potential international data transfers and applicable transfer mechanisms for the use of Microsoft services, please visit the privacy statement of Global Health EDCFP3.
DPO-05	Information Technology	Processing of personal data within the framework of the provision of accounting and treasury services with SUMMA, the registration and related financial transactions of Business Partners (legal entities and bank account records) in the central European Commission's Accounting System SUMMA	Personal data is collected for the following purposes: ensure accounting and treasury, registration and related financial transactions of Business Partners (legal entities and bank account records) in the central European Commission's Accounting System SUMMA (hereafter, "processing operation")	Global Health EDCFP3 JU	no	Procedures: Microsoft Ireland as Cloud Service Provider (CSP), based on licensing agreement between the Global Health EDCFP3 JU and Microsoft. Verium as Licensing Solutions Provider (LSP)	Global Health EDCFP3 JU staff.	Global Health EDCFP3 JU Executive Director; Global Health EDCFP3 JU Legal and Data Protection Officer(s); Global Health EDCFP3 JU Human Resources team	Personal data: • Professional data (such as, length and description of professional experience) Article 5.1(a) Regulation 2018/1725. • Personal details (such as, surname, first name, date and place of birth, gender, nationality, copy of passportID (proof of nationality)) Article 5.1(a) Regulation 2018/1725. 1) Council Regulation (EC) No 2088/95 of 18 December 1995 on the protection of the European Communities' Financial Interests. 2) Governing Board Decision n° 1/2023 on staff implementing rules on harassment; 3) Executive Director decision n°12/2023 on the adoption of the Global Health EDCFP3 JU Action Plan.	N/A	10 years after the end of the investigation, in case of data breach. 10 years after the end of the investigation for other types of investigation. 10 years after the closure of the file in case of admissible complaints, 5 years for inadmissible complaints.	Obligation of confidentiality of the staff. Staff dealing with this processing operation is designated on a need-to-know basis.	https://www.global-health-edcfp3.europa.eu/about-us/legal-notice-and-privacy-20	No	For any potential international data transfers and applicable transfer mechanisms for the use of Microsoft services, please visit the privacy statement of Global Health EDCFP3.
DPO-05-01	User Network and Systems Access	Processing of personal data within the framework of the provision of accounting and treasury services with SUMMA, the registration and related financial transactions of Business Partners (legal entities and bank account records) in the central European Commission's Accounting System SUMMA	Personal data is collected for the following purposes: ensure accounting and treasury, registration and related financial transactions of Business Partners (legal entities and bank account records) in the central European Commission's Accounting System SUMMA (hereafter, "processing operation")	Global Health EDCFP3 JU	no	Procedures: Microsoft Ireland as Cloud Service Provider (CSP), based on licensing agreement between the Global Health EDCFP3 JU and Microsoft. Verium as Licensing Solutions Provider (LSP)	Global Health EDCFP3 JU staff.	Global Health EDCFP3 JU Executive Director; Global Health EDCFP3 JU Legal and Data Protection Officer(s); Global Health EDCFP3 JU Human Resources team	Personal data: • Professional data (such as, length and description of professional experience) Article 5.1(a) Regulation 2018/1725. • Personal details (such as, surname, first name, date and place of birth, gender, nationality, copy of passportID (proof of nationality)) Article 5.1(a) Regulation 2018/1725. 1) Council Regulation (EC) No 2088/95 of 18 December 1995 on the protection of the European Communities' Financial Interests. 2) Governing Board Decision n° 1/2023 on staff implementing rules on harassment; 3) Executive Director decision n°12/2023 on the adoption of the Global Health EDCFP3 JU Action Plan.	N/A	10 years after the end of the investigation, in case of data breach. 10 years after the end of the investigation for other types of investigation. 10 years after the closure of the file in case of admissible complaints, 5 years for inadmissible complaints.	Obligation of confidentiality of the staff. Staff dealing with this processing operation is designated on a need-to-know basis.	https://www.global-health-edcfp3.europa.eu/about-us/legal-notice-and-privacy-20	No	For any potential international data transfers and applicable transfer mechanisms for the use of Microsoft services, please visit the privacy statement of Global Health EDCFP3.

Register of personal data processing operations
Data Protection Officer: data-protection@global-health-edctp3.europa.eu

DPO-DS-02	Web Conference Service (Webex)	Within the Global Health EDCTP3 JU, the web conferencing system is used for the organization of videoconferencing meetings with external participants. The tool is called Webex. It can be deployed as an on-site web conferencing tool that integrates audio, video and content sharing. It allows easy access from a computer or mobile device that has internet access and a browser. All videoconferencing participants meet in a virtual room securely accessible to guests. A staff member who would like to organize conferencing must first have a personal account on the system which allows the activity requested to be linked to a responsible person. The organizer of the videoconference (exclusively Global Health EDCTP3 JU staff) will have to create a virtual room and invite external participants according to his needs. These invitations will be targeted based on the participant's email address and will allow access to the session. The recording of a conference is only possible by its organizer.	Organization of videoconferencing meetings. The purpose of data processing could be classified into several different sections: - Identification of the participants and the organizer in order to allow the actual operation of the conference. - Identification of potential technical improvements and failures in the service. - Production of statistics for invoicing the services provided by the contractor. - Collection of representative data and conference statistics (including their content) in order to improve the user experience and service performance by performing analysis of the aggregation of this information. - Address support requests for the service. - Service support performance analysis.	Global Health EDCTP3 JU	Processor: Cisco Webex.	Global Health EDCTP3 JU staff, Members of the Governing Board, Other participants, observer or expert invited to the meeting of its bodies of the Global Health EDCTP3 JU.	Global Health EDCTP3 JU ICT and Security officer	Personal data: - Personal details Exact data categories: - User information: Name, Email address, Password, Browser, Phone number (optional), Geographic region, Billing information, User information included in the customer's active directory (if applicable), Unique User ID (GUID). - Host and Usage Information: User Agent Identifier, Hardware Type, Operating System Type and Version, IP addresses along the network path, Mac Address, Geographic Region. - Meeting Session Information: Host Name, Meeting Site URL, Meeting Start/End Time, User name, CF attendees, Meeting Start/End Time, Subscription info, Troubleshooting and Diagnostic Information, Call Attendance Information including Email Addresses, Phone numbers, Meeting Host (organizer) and meeting attendee information to be used for billing purposes. - User Generated Information: Meeting and call recordings, Transcripts of call recordings, Unpublished files. - Cisco Technical Assistance (TAC) information: Name, email and phone number of the employee appointed to Open the Service Request, Authentication information (including passwords), Information About the Condition of the System (if applicable), Registry Data About Software Installation and Hardware Configurations (if applicable), Error-Logging Files (if applicable). - Content of a video-conference tool (audio, video, documents, text in chat) The applicable lawful basis is public interest Article 5.2(a) Regulation 2018/2002.	Regulation (EU) 2012/2085 establishing joint undertakings under Horizon Europe and also Article 38.1 (a)(b) and (c) of the Regulation 2018/2044 that refers to the performance and principles of economy, efficiency and effectiveness	N/A	Third countries may access data, that remains stored in the EU/EFTA.	Other Generated information are deleted within 60 days from when the service is terminated. Host and Usage information is kept for 3 years following termination of service in operational support form in order to maintain record of service delivery. Technical Assistance (TAC) information are stored for up to 12 years. The content of the videoconferencing documents, files, files etc) will be deleted after the termination of the session, unless they are downloaded/saved by the meeting organizer or a specific recording of the meeting takes place. The chat messages exchanged among participants during a meeting are deleted after the meeting/session is ended/terminated.	Staff dealing with this processing operation is designated on a need-to-know basis. Access control and technical measures such as physical locks and/or secure connections and firewalls. Standard clause for the processing of personal data included in the contract. Appropriate technical and organisational security measures, giving due regard to the risks inherent in the processing and to the nature of the personal data concerned. Secure communication channel between server and client	https://www.global-health-edctp3.europa.eu/about-us/legal notice-and-privacy_en	Yes	Adequacy Decision	EU SCCs
DPO-DS-03	Microsoft 365 - Global Health EDCTP3 external guest access	Processing of personal data within M365 for external guest users	Microsoft 365 provides a secure and efficient user environment. Additionally, it encompasses the administration of user permissions and access levels, which are crucial for maintaining a secure and efficient user environment. Secondly, it is utilized to provide end user support for issues related to Microsoft 365. This support includes addressing technical problems, resolving user requests, and facilitating a seamless experience with the platform. Effective support ensures that any disruptions in service are promptly managed, thereby minimizing the impact on the data subject's work and productivity. Moreover, personal data plays a critical role in the prevention, detection, and resolution of security events. This proactive approach helps to safeguard the data subject's information and protect the integrity of the Microsoft 365 ecosystem. Additionally, your data is used to respond to requests from individuals exercising their rights under data protection laws. Importantly, the collection of this data is performed directly from the data subject during your use of Microsoft 365 and is not employed for automated decision-making or profiling, ensuring that your data is handled with a focus on privacy and user control. Global Health EDCTP3 JU reserves the right to consult user activity based.	Global Health EDCTP3 JU	Processors: Microsoft Ireland as Cloud Service Provider (CSP), based on licensing agreement between the Global Health EDCTP3 JU and Microsoft. In-house as Licensing Solutions Provider (LSP) Furthermore, Microsoft Ireland Operations Ltd. processes anonymized data for internal business operations in the context of providing M365. These business operations consist of (exhaustive list): 1. billing and account management; 2. internal reporting and business modeling; 3. financial reporting and compliance with legal obligations.	External collaborators being granted access to the Microsoft 365 platform in grants.	Global Health EDCTP3 JU staff	1. Identification data contains personal data necessary for the proper identification of the user and the corresponding user account, including but not limited to (i) email address and, in certain cases, account status, and (ii) user personal data (last name, first name). This information is copied to all M365 data centres around the globe used to provide the service that allows global access and access control to JU's environment in M365. Note that identification data is visible to everyone having access to M365. 2. Service Generated Data contains information related to the grant's usage of online services, most notably the user IP address, creation time, the URL, and user email address. This data is generated by events that are related to user activity in M365. Event data will allow to monitor all activity in the cloud environment of each user. Examples: IP address, log (creation of document, viewing of document, copying of document, modification of document, etc.), etc. 3. Diagnostic data, which is a category of data collected by Microsoft from software installed on local devices used in connection with the services. Examples of diagnostic data include installed product and version and the installation status, document, feature, and add-in error conditions that may compromise security, including product update readiness, unexpected application errors and the date of the application when that happens. A detailed list of diagnostic data is provided in Microsoft website at this page: https://learn.microsoft.com/en-us/microsoft-365/apps/privacy/requested-diagnostic-data 4. Content Data includes any content uploaded to M365 by users, such as documents, etc. Content Data is stored in M365 but not otherwise processed by the service. Examples: emails, databases, uploaded batches of	Council Regulation (EU) 2012/2085 of 19 November 2012 establishing the joint undertakings under Horizon Europe, including Global Health EDCTP3 JU, in particular Article 19(5)	N/A	External contractors' staff act under the supervision of the abovementioned Global Health EDCTP3 JU staff. Such staff may belong to: 1. Internal bodies: European Court of Auditors, European Court of Justice, the Global Health EDCTP3 JU Internal Auditor (Internal Audit Service of the European Commission), may also access to relevant personal data for audit control or appeal purposes, and 2. External contractors of Global Health EDCTP3 JU (such as Microsoft Ireland and Inatum). Exceptionally, personal data might be disclosed to a third party if, and to the extent that, we are required to do so by Union of Member State law.	1. Identification data: retained for the duration of the active user account. 2. Content data: where content data is processed as part of a specific business process or activity, the retention period applicable to that process or activity shall apply. In any event, unless deleted earlier in accordance with the applicable retention requirements, content data will be deleted no later than 180 days following the expiration or termination of the subscription. 3. Diagnostic data: Microsoft will delete the data after the purposes for which the data was collected have been fulfilled or earlier upon Global Health EDCTP3 JU's request, unless authorized under Global Health EDCTP3 JU's documented instructions to retain such data. 4. Service-generated data: retained for 6 months from the date of generation. Upon the conclusion of these retention periods, the data is permanently deleted.	Staff dealing with this processing operation is designated on a need-to-know basis. Data kept according to the security measures adopted by the JU; Access control and technical measures such as physical locks and/or secure connections and firewalls; Obligation of confidentiality of the staff; Computer systems hardened.	https://www.global-health-edctp3.europa.eu/about-us/legal notice-and-privacy_en	Yes	Adequacy Decision	EU SCCs
DPO-DS-04	Microsoft 365 - Global Health EDCTP3 JU staff members	Processing of personal data within M365 for Global Health EDCTP3 JU staff members	Personal data is collected and processed for several specific purposes. Firstly, it is used to grant and manage the data subject access to Microsoft 365 services. This involves ensuring that authorized users can effectively use the platform's tools and resources. Additionally, it encompasses the administration of user permissions and access levels, which are crucial for maintaining a secure and efficient user environment. Secondly, the data subject's data is used to provide end-user support for issues related to Microsoft 365. This support includes addressing technical problems, resolving user requests, and facilitating a seamless experience with the platform. Effective support ensures that any disruptions in service are promptly managed, thereby minimizing the impact on your work and productivity. Moreover, the use of Microsoft 365 products transversally supports all Global Health EDCTP3 JU operational processes. The data subject's data is processed in the context of these main functionalities offered by Microsoft 365 products: - Information and data archiving (Indefinitely-wide compatible document editors and processors); - Information and data exchange (e.g., electronic email system, online instant messaging, voice and video calls); - Electronic documents handling (documents and records lifecycle management, including but not limited to document's sharing and storage). - Efficient collaboration and productivity: applications that leverage efficient collaboration within and among working groups (e.g., Team's channels).	Global Health EDCTP3 JU	Processors: Microsoft Ireland as Cloud Service Provider (CSP), based on licensing agreement between the Global Health EDCTP3 JU and Microsoft. In-house as Licensing Solutions Provider (LSP) Furthermore, Microsoft Ireland Operations Ltd. processes anonymized data for internal business operations in the context of providing M365. These business operations consist of (exhaustive list): 1. billing and account management; 2. internal reporting and business modeling; 3. financial reporting and compliance with legal obligations.	Global Health EDCTP3 JU and users, which include JU's literary staff, employees, contractors and their staff, temporary workers, students (current, former), Temporary Agents (TAAs), Contract Agents (CAs), JU non-staff (staff Employees, Trainees, External contractors). Other potential data subjects whose data is related to the activities carried out by the Global Health EDCTP3 JU. This category refers to all others: stakeholders, or individuals who passively interact with the JU (for example, because they are the part of a research activity, or are mentioned in documents or correspondence sent to or from the JU). In practical terms, their personal data may be included in documents uploaded to the JU's M365 environment, enabling staff to carry out their day-to-day activities. Data subjects belonging to this category include: - Candidates who submit their CVs to the JU; - participants attending online or on-site events organized by the JU; applicants, tenders, contractors, and beneficiaries involved in grant and prize applications and tender procedures.	Global Health EDCTP3 JU staff	1. Identification data contains personal data necessary for the proper identification of the user and the corresponding user account, including but not limited to (i) email address and, in certain cases, account status, and (ii) user personal data (last name, first name). This information is copied to all M365 data centres around the globe used to provide the service that allows global access and access control to JU's environment in M365. Note that identification data is visible to everyone having access to M365. 2. Service Generated Data contains information related to the grant's usage of online services, most notably the user IP address, creation time, the URL, and user email address. This data is generated by events that are related to user activity in M365. Event data will allow to monitor all activity in the cloud environment of each user. Examples: IP address, log (creation of document, viewing of document, copying of document, modification of document, etc.), etc. 3. Diagnostic data, which is a category of data collected by Microsoft from software installed on local devices used in connection with the services. Examples of diagnostic data include installed product and version and the installation status, document, feature, and add-in error conditions that may compromise security, including product update readiness, unexpected application errors and the date of the application when that happens. A detailed list of diagnostic data is provided in Microsoft website at this page: https://learn.microsoft.com/en-us/microsoft-365/apps/privacy/requested-diagnostic-data 4. Content Data includes any content uploaded to M365 by users, such as documents, etc. Content Data is stored in M365 but not otherwise processed by the service. Examples: emails, databases, uploaded batches of	Council Regulation (EU) 2012/2085 of 19 November 2012 establishing the joint undertakings under Horizon Europe, including Global Health EDCTP3 JU, in particular Article 19(5)	N/A	External contractors' staff act under the supervision of the abovementioned Global Health EDCTP3 JU staff. Such staff may belong to: 1. Internal bodies: European Court of Auditors, European Court of Justice, the Global Health EDCTP3 JU Internal Auditor (Internal Audit Service of the European Commission), may also access to relevant personal data for audit control or appeal purposes, and 2. External contractors of Global Health EDCTP3 JU (such as Microsoft Ireland and Inatum). Exceptionally, personal data might be disclosed to a third party if, and to the extent that, we are required to do so by Union of Member State law.	1. Identification data: retained for the duration of the active user account. 2. Content data: where content data is processed as part of a specific business process or activity, the retention period applicable to that process or activity shall apply. In any event, unless deleted earlier in accordance with the applicable retention requirements, content data will be deleted no later than 180 days following the expiry or termination of the relevant Microsoft 365 subscription. 3. Diagnostic data: Microsoft will delete the data after the purposes for which the data was collected have been fulfilled or earlier upon Global Health EDCTP3 JU's request, unless authorized under Global Health EDCTP3 JU's documented instructions to retain such data. 4. Service-generated data: retained for 6 months from the date of generation. Upon the conclusion of these retention periods, the data is permanently deleted.	Staff dealing with this processing operation is designated on a need-to-know basis. Data kept according to the security measures adopted by the JU; Access control and technical measures such as physical locks and/or secure connections and firewalls; Obligation of confidentiality of the staff; Computer systems hardened.	https://www.global-health-edctp3.europa.eu/about-us/legal notice-and-privacy_en	Yes	Adequacy Decision	EU SCCs

Register of personal data processing operations
Data Protection Officer: data-protection@global-health-edctp3.europa.eu

[illegible]