



PRIVACY STATEMENT
for the processing operation
EDA electronic signature GlobalSign

1. INTRODUCTION

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

EDA protects the fundamental rights and freedoms of natural persons and in particular their right to privacy with respect to the processing of personal data (Article 1(1) of Regulation 2018/1725).

2. CONTROLLER OF THE PROCESSING OPERATION

EUROPEAN DEFENCE AGENCY
Rue des Drapiers 17-23
B-1050 Brussels
www.eda.europa.eu

3. PURPOSE OF THE PROCESSING

For the purpose of providing the Authorising Officer and his/her delegates with the option of signing electronically, EDA uses the electronic signature services of GlobalSign, purchased under the EU Framework Contract (FWC) *Natacha IV No DI/07890* concluded with NPX group of economic operators, where NTT Belgium NV/SA is group leader.

The EDA Contractor NTT Belgium is a reseller of the e-certificates licences/products provided by GlobalSign.

4. DATA PROCESSED

Data processed are the following:

- Given name(s) (as mentioned in an official ID)
- Surname (as mentioned on the official ID)
- Date of Birth
- Residential address: Street address and postcode
- Residential address: City, State/Province, Country
- Financial document (picture of a debit card or a credit card)

5. RECIPIENTS OF THE DATA

The recipients are:

- Within EDA
 - Procurement and contracting unit
 - IT unit
 - Other staff (DPO, legal advisor, auditor etc) as required.

- External lawyer acting as a *Third Party Validator* to certify the identify of the data subjects concerned at the initiation of the processing activity.
- Within GlobalSign as outlined in section 7 of [GlobalSign Privacy Policy](#).

6. PROTECTION AND SAFEGUARDING OF THE DATA

EDA stores only the data required for the vetting procedure which will be deleted once the initial stage of identity verification is finalised.

EDA has implemented appropriate technical and organisational measures (firewalls, checkpoints, antivirus) to ensure a level of security appropriate to the risks represented by the processing and the nature of the personal data to be protected. Such measures have been taken in particular to prevent any unauthorised disclosure or access, accidental or unlawful destruction or accidental loss, or alteration and to prevent all others unlawful forms of processing.

GlobalSign's security measures are laid down in section 12 of [GlobalSign Privacy Policy](#).

7. RIGHT OF ACCESS AND RECTIFICATION OF THE DATA

Data subjects have the right to access their personal data and the right to correct any inaccurate or incomplete personal data, as well as to request the removal of their personal data, which will be implemented within 15 working days after the request has been deemed legitimate.

If the data subject has any queries concerning the processing of his/her personal data, s/he may address them to the data controller at the following mailbox: edaitsupport@eda.europa.eu

Justified requests for blocking and erasure are treated within 15 working days after the request has been deemed legitimate.

8. TIME LIMIT FOR STORING DATA

Within EDA: Data required for the initial stage of identity verification will be deleted once finalised.

The FWC in its Article II.9.2 in conjunction with Article II.22.2 provides for a maximum retention period of five years starting from the payment of the balance of the last specific contract issued under this FWC. GlobalSign as per section 9 of [GlobalSign Privacy Policy](#) refers to the Certification Practice Statement ([GlobalSign CPS v9.8 final](#)) which under its section 5.5.2 stipulates an archive retention period of 10 years after any Certificate based on documentation relating to certificate requests and the verification thereof ceases to be valid, unless specified otherwise in an agreement with GlobalSign.

9. LEGAL BASIS FOR THE PROCESSING OPERATION

Article 5(1)(a) and (d) of Regulation 2018/1725;

Article 31 of Council Decision (CFSP) 2015/1835 of 12 October 2015 defining the statute, seat and operational rules of the European Defence Agency.

10. CONTACT DPO

In case you have any questions or queries concerning data protection at the European Defence Agency, you can also contact the Data Protection Officer at dataprotection@eda.europa.eu.

11. RECOURSE TO EDPS

As a data subject you have the right to have recourse at any time to the European Data Protection Supervisor (<http://www.edps.europa.eu>) at edps@edps.europa.eu.

12. ADDITIONAL INFORMATION

More information on Data Protection at the European Defence Agency can be obtained on our public website <https://www.eda.europa.eu/Aboutus/how-we-work/data-protection>.

More information on GlobalSign:

<https://www.globalsign.com/en/repository>

<https://www.globalsign.com/en/repository/GlobalSign-Privacy-Policy.pdf>

https://www.globalsign.com/en/repository/GlobalSign_CPS_v9.8_final.pdf