



EUROPEAN
COURT
OF AUDITORS

Data Protection Statement

Belgian Cabinet Mailing List

This data protection statement concerns the European Court of Auditors' (ECA) processing of personal data in the context of the mailing list managed by the Belgian Cabinet ('CBE Belgium') of the ECA.

It details the way we process your personal data when managing the Belgian Cabinet's contacts database and when distributing information regarding the ECA's activities and work. The information disseminated through this mailing activity is publicly available; no confidential or sensitive information is shared.

The mailing list is circulated on a monthly basis.

This data protection statement applies to stakeholders such as national and EU authorities, ambassadors, ministers, high-ranking officials from EU Member States, as well as organisations and international actors and offices that voluntarily subscribe to the mailing list.

The way the ECA processes and protects your personal data is described below.

Who is responsible for handling your data?

Data processing operations are under the responsibility of the CBE Belgium, as the internal controller.

Why do we collect your data?

We process your personal data to manage the Belgian Cabinet's mailing list.

In particular, we use your data to administer subscriptions and cancellations of subscriptions, which involves maintaining a list of email addresses for the distribution of information related to the activities of the ECA.

The purpose of the mailing list is to promote and disseminate the ECA's work to EU or Member States' officials and other public figures or offices. This includes sharing ECA publications such as audit reports, special reports, opinions, and reviews.

Your personal data will not be processed for any purpose other than the one for which they have been collected.

What are the rules governing the use of your data?

The legal framework for the processing of personal data within the ECA is [Regulation \(EU\) 2018/1725](#) (the 'EUDPR')¹ and the [ECA Decision No 11-2024](#)².

The legal basis stemming from the EUDPR for the processing of your personal data is:

- Article 5(1)(a) (the processing is necessary to carry out a task in the public interest or in the exercise of ECA's official authority): The performance of a task in the public interest concerns the ECA's need to inform relevant stakeholders about an ECA work (e.g. audit report, special report, opinion, or a review);
- Article 5(1)(d) (the data subject has given consent to the processing of his or her personal data for one or more specific purposes): Your consent, as the data subject, provided when you, verbally or orally, agreed to receiving the information on ECA publications. Consent can be withdrawn at any time.

What personal data do we process?

The following categories of personal data may be processed (non-exhaustive list):

- Your identification details (e.g. name/surname, professional and/or personal email address).
- Your professional role and/or title and organisation.

We process solely personal data that has been disclosed by you on a voluntary basis.

Whenever possible, the data processed are limited to general functional email addresses rather than private ones, and publicly available professional contact details of public figures.

How long do we keep your data?

Your personal data will be retained until you withdraw your consent by unsubscribing from our mailing list.

You may unsubscribe at any time by contacting us via ECA-CABINET_BE@eca.europa.eu or by replying to each email communication.

Who has access to your data and to whom will your data be disclosed?

The staff of the Belgian Cabinet has access to your data in accordance with the "need to know" principle.

¹ [Regulation \(EU\) 2018/1725](#) of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data.

² [ECA Decision No 11-2024 adopting implementing rules concerning the Data Protection Officer](#) pursuant to Article 45(3) of Regulation (EU) 2018/1725.

If you lodge a complaint, your personal data may be transferred to the European Ombudsman and/or the European Data Protection Supervisor and/or the ECA's Data Protection Officer.

How do we safeguard against possible misuse of or unauthorised access to your data?

Data sets are stored securely in the ECA's data centre in Luxembourg and are therefore covered by the numerous measures taken to protect the availability, integrity and confidentiality of the institution's electronic assets. The ECA applies, by default, these [Technical and Organisational measures](#). They consist of (non-exhaustive list):

- Access rights are granted on a "need to know" basis, taking account of the role, post and responsibilities of the user concerned. These rights are continually updated as staff assignments change.
- The ECA's Secretary-General has overall responsibility for the implementation of the rules on access rights and compliance with the rules on data protection but has delegated responsibility in these areas to different entities. The ECA has an information security policy, and an Information Security Officer who ensures that the policy is implemented correctly and that the related checks are tested for efficiency.

What are your rights?

Your rights regarding your personal data are set out in Articles 17 to 24 of Regulation (EU) 2018/1725. Further details about your rights are included in this [document](#).

- You have the right to access your personal data, and to have them rectified without undue delay if they are inaccurate or incomplete.
- Under certain conditions, you have the right to ask us to erase your personal data or to restrict their use. Where applicable, you have the right to object to the processing of your personal data, at any time, on grounds relating to your particular situation, and the right to data portability.
- Where the processing of your personal data is based on your consent, you may withdraw that consent at any time, following which your personal data will be irrevocably removed from our records without undue delay and you will be duly informed, unless deletion is prevented by a legal/contractual obligation.
- The personal data submitted will not be used in automated individual decision-making, such as profiling.

You can exercise your rights by contacting the data controller, using the contact information given below.

We will consider your request, take a decision, and notify you of it without undue delay, no more than one month after we have received your request. This period may be extended by two further months, where necessary.

Finally, as specified in [Decision No 42-2021](#), your rights may be restricted under certain circumstances.

Who should you contact if you have a query or complaint?

The first point of contact is the controller at ECA-CABINET_BE@eca.europa.eu.

You may contact the ECA's Data Protection Officer (ECA-Data-Protection@eca.europa.eu) at any time if you have any concerns or complaints about the processing of your personal data.

Data Protection Officer
European Court of Auditors
12 Rue Alcide de Gasperi
1615 Luxembourg
LUXEMBOURG

You have the right to lodge a complaint, at any time, with the European Data Protection Supervisor (edps@edps.europa.eu) concerning the processing of your personal data.