

# PRIVACY STATEMENT

- Title of the processing operation: **Video surveillance system for the EP buildings at the three places of work**
- Record number: EP -120
- Data controller: María José MARTINEZ IGLESIAS, Director General for Security and Safety

Articles 15 and 16 of Regulation (EU) 2018/1725 of the European Parliament and the Council of 23 October 2018 apply to the processing of personal data carried out by the European Parliament (EUDPR).

1) Who processes your personal data?

- The European Parliament is acting as the controller<sup>1</sup> and the entity responsible for the processing is Directorate-General for Security and Safety, Ms María José MARTINEZ IGLESIAS
- You can contact the controller at [SAFE.dataprotection@europarl.europa.eu](mailto:SAFE.dataprotection@europarl.europa.eu)

2) What is the purpose of the processing of your personal data?

- The video protection system provides support when ensuring security and safety as established by the rules governing security and safety in the European Parliament.
- As such, DG SAFE relies on the video protection system to prevent, deter or manage possible threats to order and security, including unauthorised physical access to European Parliament premises or to restricted or sensitive areas, IT infrastructure or information.
- DG SAFE may further use CCTV footage as part of security inquiries and auxiliary investigations carried out within the scope of its mandate.
- Transmission of CCTV recordings only take place in line with the conditions under Section 6.2: 'Disclosures and transmissions.'
- The video protection system is not used for any other purpose.

3) What is the legal basis for the processing?

- European Parliament - Bureau Decision of 15 January 2018 on the rules governing security and safety in the European Parliament) (2018/C 79/04);
- Article 5 of the 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

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<sup>1</sup> Article 3 §8 EUDPR: Controller means the Union institution or body or the directorate-general or any other organisational entity which, alone or jointly with others, determines the purposes and means of the processing of personal data; where the purposes and means of such processing are determined by a specific Union act, the controller or the specific criteria for its nomination can be provided for by Union law.

and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC:

- *(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;*
- European Parliament - Bureau Decision of 17 June 2019 on the implementing rules relating to Regulation (EU) 2018/1725;
- Decision of the Bureau of the European Parliament of 15 April 2013 concerning the rules governing the treatment of confidential information by the European Parliament, OJ C 96, 1.4.2014, p. 1;
- Information Security Policy in the European Parliament of 2 June 2020, Geda (D(2020)14287).

4) What personal data is processed?

- The personal data processed are video recorded images (real time and recorded sequences) with time, date and location of people and vehicles near or inside EP premises.
- In accordance with Article 10 of Regulation (EU) 2018/1725, the video protection system is not intended to collect special categories of data.

5) How will your personal data be processed?

- The European Parliament video protection system is a standard CCTV system. All cameras operate 24 hours a day, seven days a week.
- The majority of the cameras only record variations in pixels, meaning that access to proper images is conditional on the detection of a movement by the system. It records any movement detected by the cameras in the area under protection, together with the time, date and location. In that case, the image quality allows for the identification of persons or other details in the footage.
- All cameras, whether motion detection or not, are subject to the same strict security measures.
- The system uses neither facial recognition nor sound recording CCTV. The European Parliament does not use webcams for video protection.

6) For how long will your personal data be stored?

- When necessary, DG SAFE retains certain CCTV footage for 30 days.

- In some particular cases, such as the footage used for a security investigation, the images are retained for the duration of the undertaking and, when relevant, archived along with the investigation for up to 10 years. DG SAFE rigorously documents such retention.

7) Who are the recipients of your personal data?

- Access rights for agents and system administrators
  - Only the data controller is authorised to grant, alter or annul access rights.
  - Access rights are granted to users on a need-to-know basis (those for whom access is strictly necessary for carrying out their tasks) and are limited to the purpose of the present CCTV policy, as well as for technical maintenance of the system.
  - DG SAFE keeps an internal record of access rights and systematically logs any footage extraction.
- Disclosures and transmissions
  - DG SAFE may disclose or transmit CCTV footage to the security services of other European institutions or to security, judicial or law enforcement authorities of an EU Member State.
  - Such transmissions may only occur on request from such parties - there are no regular or routine transmission - and in accordance with the procedure described in this section.
  - Any disclosure or transmission outside the European Parliament is subject to the approval of the data controller, a rigorous assessment on the necessity of such disclosure or transmission, and the advice of the European Parliament's Legal Service.
  - In cases involving a Member of Parliament, the formal approval of the President of the European Parliament is required. In cases involving a staff member, the formal approval of the Secretary-General is required.
  - DG SAFE documents the process in its entirety.

8) Will your personal data be shared with a non-EU country or international organisation?

- **No**, your personal data will not be shared with a non-EU country or international organisation.

9) Are any automated processes and/or profiling used to make decisions which could affect you?

- **No**.

10) Source of personal data:

- The source of your personal data is video surveillance system.

11) What rights do you have?

- You have the following rights:
  - Right of access to your personal data.
  - Right to restriction of processing.
  - Right to lodge a complaint to:
    - **Data Controller:** Director-General for Security and Safety  
Rue Wiertz 60, B-1047 Brussels  
Email address: [SAFE.dataprotection@europarl.europa.eu](mailto:SAFE.dataprotection@europarl.europa.eu)

DG SAFE sends an acknowledgement of receipt to the data subject within five working days of receipt of the request. <sup>2</sup>

On the substance of the question, DG SAFE responds to the data subject within 30 calendar days unless a legitimate reason prevents the data controller from meeting the deadline. The data controller informs the data subject of any possible delays and the reasons thereof.

In order to access their data, data subjects must prove their identity beyond doubt, must indicate – whenever possible – the date, time, location and circumstances of the footage they wish to access, and must provide a recent photograph of themselves to enable DG SAFE to identify them from the images reviewed.

The data controller may refuse to act on a request from a data subject if it is manifestly unfounded or excessive, in particular because of its repetitive character. DG SAFE assesses this on a case-by-case basis. The data controller bears the burden of demonstrating the manifestly unfounded or excessive character of the request.

In the case of a highly complex request, or when the request is likely to result in a risk to the rights and freedoms or other data subjects, the data controller will consult the European Parliament Data Protection Officer.

The European Parliament does not charge applicants for exercising their data protection rights.

The data controller can apply restrictions to the rights granted to data subjects by Regulation (EU) 2018/1725 where the exercise of such a right would jeopardise the purpose of the security investigation<sup>7</sup>. DG SAFE examines this possibility on a case-by-case basis and, where applicable, duly documents the process and informs the European Parliament Data Protection Officer of any such restriction.

- **The European Parliament Data Protection Officer**  
Telephone: +352 4300 23595

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<sup>2</sup> This acknowledgement of receipt is not necessary if a substantive reply to the request is provided within the same time limit of five working days. The reply shall be sent to the data subject within the deadlines provided for by Article 14(3) and Article 14(4) of Regulation (EU) 2018/1725.

Email address: [data-protection@ep.europa.eu](mailto:data-protection@ep.europa.eu)

➤ **European Data Protection Supervisor**

Email address: [edps@edps.europa.eu](mailto:edps@edps.europa.eu)