

Data protection notice on investigations carried out by the DPO

Last updated: 27 January 2025

The European Institute for Gender Equality (EIGE) is committed to protect your personal data and to respect your privacy. EIGE collects and further processes personal data pursuant to [Regulation \(EU\) 2018/1725](#) of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data (repealing Regulation (EC) No 45/2001).

You will find information in this document pertaining to the processing of your personal data by EIGE. If, upon reading it, you still have questions, please contact us at:

EIGE's Data Protection Officer, dpo@eige.europa.eu

Purpose of processing

The Data Protection Officer (or, DPO), at his or her initiative, at the request of EIGE or one of its processors, the staff committee, or any individual, may investigate matters and occurrences directly relating to his or her tasks which come to his or her notice, and report back to the Director (in the case of an own-initiative investigation) or to the person or body who commissioned the investigation. Whilst carrying out said investigations, the DPO might need to process personal data.

No decision will be taken solely on the basis of an automated processing of your personal data (i.e. processing without human intervention).

Legal basis of processing

Processing is necessary for compliance with legal obligations which are imposed on the DPO under Article 45, paragraph 2 of the regulation (EU) 2018/1725¹.

Types of personal data collected

The exact categories of personal data may change from one investigation to another. In any case, the following personal data will be processed:

- Name, Title, Unit, Email address, Organisation of individuals commissioning the investigation, and

¹ Processing is, therefore, justified under Article 5(1)(b) of Regulation (EU) 2018/1725.



- Any personal data contained in any document and file which may be related to the investigation at stake.

Individuals who have access to the data

Data will be exclusively processed by the DPO or the Deputy DPO. Conclusion of the investigations, however, can be transmitted to internal relevant stakeholders (e.g. Director) and/or external relevant stakeholders (e.g. EDPS).

No other third parties will have access to your personal data, except if required by law.

No transfers of personal data to third countries or international organisations (outside the EU/EEA) take place.

Retention policy

Data will be retained for 10 years following the end of the investigation.

Security of your personal data

Strict security procedures are followed to ensure that data is safely protected and is not, in any way, damaged, destroyed, or disclosed to a third party without your authorisation or without you being informed, and to prevent unauthorised access to that data. The servers storing the information are kept in a secure environment with restricted physical access. IT systems use firewalls and other measures to restrict electronic access.

Your rights as data subject

Within the limits set by Regulation (EU) 2018/1725, you have the right to access, rectify, erase and/or port your personal data, as well as to restrict or object to the processing of your personal data.

In order to exercise your rights, please contact dpo@eige.europa.eu whereby you shall specify your claim (i.e. the right(s) you wish to exercise). The exercise of your rights is free of charge. If your request is manifestly unfounded or excessive, EIGE may refuse to act on it.

Restriction of data protection rights

Pursuant to the Decision no. 253 on Internal rules concerning restrictions of certain rights of data subjects in relation to the processing of personal data in the framework of the functioning of EIGE², the following data protection rights may be restricted whilst the investigation is ongoing:

- right of information to be provided to the data subject;
- right of access;
- right of rectification, erasure of personal data and right of restriction to the processing of personal data; and

² As adopted of 28 June 2022; ref. EIGE/CS/iv D/2022/357.

- right to be communicated of the occurrence of a personal data breach and right of the confidentiality of electronic communications.

Other rights

Should you feel that the processing infringes the data protection rules, you are entitled to raise a [complaint](#) with the European Data Protection Supervisor.