EUROPEAN COMMISSION

PROTECTION OF YOUR PERSONAL DATA

This privacy statement provides information about the processing and the protection of your personal data.

Processing operation: MINERVA - JRC Portal of the Major Accident Hazards Bureau

Data Controller: JRC.E.2

Record reference: DPR-EC-01973

Table of Contents

1. Introduction

The European Commission (hereafter 'the Commission') is committed to protect your personal data and to respect your privacy. The Commission 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).

This privacy statement explains the reason for the processing of your personal data, the way we collect, handle and ensure protection of all personal data provided, how that information is used and what rights you have in relation to your personal data. It also specifies the contact details of the responsible Data Controller with whom you may exercise your rights, the Data Protection Officer and the European Data Protection Supervisor.

The information in relation to processing operation "MINERVA - JRC Portal of the Major Accident Hazards Bureau" under JRC.E.2 is presented below.

2. Why and how do we process your personal data?

Purpose of the processing operation: JRC.E.2 collects and uses your personal information to manage the MINERVA portal.

In particular, MINERVA is an information and communication technology (ICT) web portal that houses all the Seveso Directive policy support applications, developed with the aim to safeguard citizen against consequences of chemical hazards and to comply with the relevant obligations and reporting requirements:

- Major Accident Reporting System (**eMARS**): a system used by Seveso Competent Authorities to report incidents and accidents falling under the Seveso Directives (I, II and III).

- Seveso Plants Information Retrieval System (**eSPIRS**): a system used by Seveso Competent Authorities to report industrial establishments falling under the Seveso Directives (I, II and III).

- Accident Damage Analysis Module (**ADAM**): designed to implement the calculation of the physical effects of an industrial accident in terms of thermal radiation, over pressure or toxic concentration that may result from the loss of containment of a flammable or toxic substance.

- Accident Information and Data Analysis (**AIDA**): a collection of accident data management and analysis tools.

- Chemical Accident Portal for Resources and Information (**CAPRI**): hosting data and information on chemical accidents in open sources, including the JRC's world wide database of chemical catastrophes, the JRC database of historic chemical accident information (reports and news stories of chemical accidents that have had impacts on future policy and risk management), the HIAD (JRC hydrogen accident database), and the GMI-CHEM database (database of serious chemical accidents reported in the global media since 2019) as well as links to other open sources of chemical incident data.

In this context, personal data is collected and retained for a twofold purpose:

- in order to comply with the reporting requirements under the Seveso Directives (thus, in order to have the coordinates of the contact person and their organisation for verifying and clarifying information provided in the reports).

- in order to grant access to authorised users to the different platforms/system and to manage users within the applications.

Your personal data will *not* be used for an automated decision-making including profiling.

3. On what legal ground(s) do we process your personal data?

We process your personal data, because, according to Article 5(1)(a) of Regulation (EU) 2018/1725 the 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.

The basis for the processing has been laid down in the following Union Law:

- Commission implementing decision of 10 December 2014 establishing the format for communicating the information referred to in Article 21(3) of Directive 2012/18/EU of the European Parliament and of the Council on the control of major-accident hazards involving dangerous substances.

- SEVESO III Directive: Directive 2012/18/EU of the European Parliament and of the Council of 4 July 2012 on the control of major-accident hazards involving dangerous substances, amending and subsequently repealing Council Directive 96/82/EC.

- COMMISSION IMPLEMENTING DECISION (EU) 2022/1979 of 31 August 2022 on establishing the form and databases for communicating the information referred to in Articles 18(1) and 21(3) of Directive 2012/18/EU of the European Parliament and of the Council on the control of major-accident hazards involving dangerous substances and repealing Commission Implementing Decision 2014/895/EU

- 2009/10/EC: Commission Decision of 2 December 2008 establishing a major accident report form pursuant to Council Directive 96/82/EC on the control of major-accident hazards involving dangerous substances (notified under document number C(2008) 7530).

We do not process any special categories of personal data. Therefore, article 10(2) of Regulation (EU) 2018/1725 does not apply.

4. Which personal data do we collect and further process?

In order to carry out this processing operation JRC.E.2 collects the following categories of personal data:

- Users' data: organization email address, name, surname.

- Log files and log activity.

- In addition, only for eSPIRS and eMARS: name, surname, organisation, postal address of the organisation, phone number of the organisation/Competent Authority.

The provision of personal data is mandatory to meet a legal obligation based on the SEVESO Directive. If you do not provide your personal data, we will not be able to fulfil our obligations.

5. How long do we keep your personal data?

JRC.E.2 only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing, namely:

- Users' data: kept as long as the user requires access;
- Log files and login activity: 6 months;
- Identification data of Seveso Competent Authority users (eMARS, eSPIRS): as long as the report stays within the system and, for eSPIRS, unless the report is modified/updated, according to the reporting authorities.

For security purposes, every user that logs into MINERVA using EU Login (former ECAS), will have their login data stored for 6 months (see EU Login, DPR-EC-03187).

For eSPIRS and eMARS the information is collected by the form that is designed in accordance with EU law for implementing information:

- eSPIRS data may be updated when a file is updated by a different user, only at the discretion of the competent authority.
- eMARS information is never updated or removed.

For both databases, the information is required to stay within the register under EU law indefinitely.

For all other applications, the end date is when the user, or their authority, notifies the JRC that they no longer require access.

6. How do we protect and safeguard your personal data?

All personal data in electronic format (e-mails, documents, databases, uploaded batches of data, etc.) are stored on the servers of the European Commission. All processing operations are carried out pursuant to the Commission Decision (EU, Euratom) 2017/46 of 10 January 2017 on the security of communication and information systems in the European Commission.

In order to protect your personal data, the Commission has put in place a number of technical and organisational measures. 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. Organisational 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.

7. Who has access to your personal data and to whom is it disclosed?

Access to your personal data is provided to the Commission staff responsible for carrying out this processing operation and to authorised staff according to the "need to know" principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

Authorised users from national and regional competent authorities, international organisations and EC staff with relevant policy files can have access to all the data for eMARS. Before using the system for the first time, they must agree to a disclaimer that they will not share or use any confidential information in the files of other countries. EU and EEA authorised users from national and regional competent authorities can have complete access to their country's data in eSPIRS. EC staff can have access to all eSPIRS data if they are involved in a policy file relevant to chemical disaster risk management. There is no external access to information (which consists only of email addresses) associated with any other applications within Minerva.

User data and log data would be accessed only by JRC staff from the Cyber and Digital Citizens' Security Unit involved in the research (the Data Controller as well as the researchers involved for this deliverable) in a controlled environment. In context of investigations of security incidents the data could be transferred and further processed following DIGIT IT security operations and services record (DPR-EC-02886).

The information we collect will not be given to any third party, except to the extent and for the purpose we may be required to do so by law.

8. What are your rights and how can you exercise them?

You have specific rights as a 'data subject' under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725, in particular the right to access, rectify or erase your personal data and the right to restrict the processing of your personal data. Where applicable, you also have the right to object to the processing or the right to data portability.

You have the right to object to the processing of your personal data, which is lawfully carried out pursuant to Article 5(1)(a) of Regulation (EU) 2018/1725.

You can exercise your rights by contacting the Data Controller, or in case of conflict the Data Protection Officer. If necessary, you can also address the European Data Protection Supervisor. Their contact information is given under Heading 9 below.

Where you wish to exercise your rights in the context of one or several specific processing operations, please provide their description (i.e. their Record reference(s) as specified under Heading 10 below) in your request.

9. Contact information

- **The Data Controller**

If you would like to exercise your rights under Regulation (EU) 2018/1725, or if you have comments, questions or concerns, or if you would like to submit a complaint regarding the collection and use of your personal data, please feel free to contact the Data Controller, minerva-ict@jrc.ec.europa.eu.

- **The Data Protection Officer (DPO) of the Commission**

You may contact the Data Protection Officer (DATA-PROTECTION-OFFICER@ec.europa.eu) with regard to issues related to the processing of your personal data under Regulation (EU) 2018/1725.

- **The European Data Protection Supervisor (EDPS)**

You have the right to have recourse (i.e. you can lodge a complaint) to the European Data

Protection Supervisor (edps@edps.europa.eu) if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data by the Data Controller.

10. Where to find more detailed information?

The Commission Data Protection Officer (DPO) publishes the register of all processing operations on personal data by the Commission, which have been documented and notified to him. You may access the register via the following link: http://ec.europa.eu/dpo-register.

This specific processing operation has been included in the DPO's public register with the following Record reference: DPR-EC-01973 - MINERVA - JRC Portal of the Major Accident Hazards Bureau