



EUROPEAN MEDICINES AGENCY
SCIENCE MEDICINES HEALTH

9 June 2020
EMA/288337/2020
European Medicines Agency

European Medicines Agency's Privacy Statement

For electronic newsletters

The European Medicines Agency (hereinafter "EMA" or "Agency") is committed to respect the right to data protection of its staff members and the public. The Agency collects and uses personal data in accordance with 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.

This Privacy Statement explains the most essential details of the processing of personal data by EMA in the context of the publication and sending of electronic newsletters. This includes the use of the Agency's individual experts' stakeholder database, other internal database or the establishment and use of newsletter distribution lists for specific projects and initiatives (e.g. in excel/word format).

1. Who is responsible for your data?

1.1. Who is the data controller?

The European Medicines Agency ("EMA") is ultimately responsible to comply with your data protection rights and freedoms. On behalf of EMA, the Head of the Division or Task Force from which you receive a newsletter is appointed as a 'Internal Controller' to ensure the lawful conduct of this processing operation.

You may contact the Internal Controller via the following email address: [S-DataController@ema.europa.eu](mailto:DataController@ema.europa.eu)

2. Purpose of this data processing

The purpose of this data processing activity is the establishment and use of mailing lists for the distribution of the Agency's stakeholder newsletters. These newsletters are generally sent via email in PDF format.

Official address Domenico Scarlattilaan 6 • 1083 HS Amsterdam • The Netherlands

Address for visits and deliveries Refer to www.ema.europa.eu/how-to-find-us

Send us a question Go to www.ema.europa.eu/contact **Telephone** +31 (0)88 781 6000

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2.1. Personal Data concerned

In this processing operation we process data directly collected from you via the [Agency's individual experts' stakeholder database](#), the [SME Register](#) or other newsletter distribution lists established for a specific project or initiative.

Data in the distribution lists may include the following:

- Recipients' first name and surname
- Name of organisation
- Email address

For the processing of personal data for other purposes collected via established databases, please see the relevant privacy statements on [EMA's website](#).

2.2. Legal Basis

The sending of electronic newsletters to EMA stakeholders and thereby keeping them updated and informed about the activities of EMA in respective areas concerning these stakeholders is necessary for the functioning of EMA and for the performance of its tasks carried out in the public interest as mandated by Regulation (EC) No 726/2004, Directives 2001/83/EC and 2001/82/EC and other applicable Union legislation.

In addition, in certain cases when you provide your data, your consent is requested for its processing also for the purpose of sending newsletters. For example, when registering in the EMA individual experts' stakeholder database.¹

In all cases, you may opt-out from the processing or withdraw your consent later any time, and you may request that your data is removed from a newsletter distribution list or EMA database. To be removed from the distribution list, you just need to send an email to the Internal Controller or other contact point regarding the distribution list or database.

3. How long do we keep your data?

Once included in a newsletter distribution list, you remain on this list until you ask to be removed from it. Removal from any newsletter distribution list or from an EMA database can always be requested at any time by email.

4. Who has access to your information and to whom is it disclosed?

All data is stored securely with password protection. Data is only accessible to EMA staff members. All data will be processed internally by EMA staff authorised by senior management to carry out the maintenance of the databases and the distribution of the different newsletters.

5. Your data protection rights

As data subject (i.e. the individual whose personal data is processed), you have a number of rights:

¹ See related privacy statement: https://www.ema.europa.eu/en/documents/other/privacy-statement-ema-individual-experts-stakeholder-database_en.pdf

- **Right to be informed** – This Privacy Statement provides information on how EMA collects and uses your personal data.
- **Right to access** – You have the right to access your personal data. You have the right to request and obtain a copy of the personal data processed by EMA.
- **Right to rectification** – You have the right to obtain - without undue delay - the rectification or completion of your personal if it is incorrect or incomplete.
- **Right to withdraw consent or request an opt-out** – You have the right to withdraw your consent or opt-out of to the processing of your personal data at any time.
- **Right to erasure** – You have the right to require EMA to delete or stop processing your data, for example where the data is no longer necessary for the purposes of processing. In certain cases, your data may be kept to the extent it is necessary, for example, to comply with a legal obligation of the Agency or if it is necessary for reasons of public interest in the area of public health.
- **Right to restrict processing** – In a few, codified cases, you have the right to obtain the restriction of the processing, meaning that your data will only be stored, but not actively processed for a limited period of time. For more information about this right and its limitations, see the EMA General Privacy Statement, hosted at www.ema.europa.eu/en/about-us/legal/privacy-statement.
- **Right to object** – You have the right to object at any time to this processing on grounds related to your particular situation.
- **Right to portability** - Where the processing is carried out based on your consent and in automated means you have the right to receive your personal data (which was provided to the EMA directly by you) in a machine-readable format. You may also ask the EMA to directly transfer such data to another controller.

The rights of the data subject can be exercised in accordance with the provisions of Regulation (EU) 2018/1725. For anything that is not specifically provided for in this privacy notice, please refer to the contents of the general EMA Privacy Statement: www.ema.europa.eu/en/about-us/legal/privacy-statement

6. Recourse

For any questions you have regarding the processing of your personal data or if you think that the processing is unlawful or it is not in compliance with this Privacy Statement or the general EMA Privacy Statement, please contact the **Internal Controller** at S-DataController@ema.europa.eu or the **EMA Data Protection Officer** at dataprotection@ema.europa.eu.

You also have the right to lodge a complaint with the **European Data Protection Supervisor (EDPS)** at any time at the following address:

- Email: edps@edps.europa.eu
- Website: www.edps.europa.eu
- Further contact information: www.edps.europa.eu/about-edps/contact_en