



29 June 2023
EMA/301503/2023
European Medicines Agency

Records of data processing activity (public)

Name and reference number of processing operation: EMA-S-017

1.	Last update of this record, version number:	Not applicable
2.	Reference number:	EMA-S-017
3.	Name and contact details of controller:	European Medicines Agency Internally: Head of Stakeholders and Communication Division S-DataController@ema.europa.eu
4.	Name and contact details of DPO:	dataprotection@ema.europa.eu
5.	Name and contact details of joint controller (where applicable)	Not applicable
6.	Name and contact details of processor (where applicable)	European Commission, Directorate-General for Communications Networks, Content and Technology, Unit R.3
7.	Purpose of the processing	Processing of personal data is necessary for the publication and sending of electronic EMA newsletters via Newsroom.
8.	Description of categories of persons whose data EMA processes and list of data categories	The following categories of data subjects are subject to this processing operation: <ul style="list-style-type: none">Subscriber of any EMA newsletter sent via Newsroom service The following data categories are processed as part of this process: <ul style="list-style-type: none">Email address of the subscriber



		The subscriber's email address is the only information required and stored in the list of subscribers in Newsroom. However other additional information such as first name, last name, country can be entered by the subscribers in their Newsroom account. This additional information is provided on a voluntary basis and will not be essential to receive the newsletter.
9.	Time limit for keeping the data	Once included in a newsletter subscriber list, your email address remains on the list until you ask to be removed from it. To be removed, You can follow the unsubscribe link in the footer of the newsletter you have received by email. The link will lead you to a profile page where you can self-unsubscribe from the newsletter.
10.	Recipients of the data	The data collected will be processed internally by EMA staff responsible for both the establishment and coordination of sending the newsletters. Access to your personal data is provided to the Commission staff responsible for carrying out this processing operation and to other authorised Commission staff according to the "need to know" principle. Such staff abide by statutory, and when required, additional confidentiality agreements.
11.	Are there any transfers of personal data to third countries or international organisations? If so, to which ones and with which safeguards?	Not applicable
12.	General description of security measures, where possible.	To protect your personal data, the Commission (DG Connect) has put in place a number of technical and organisational measures. For more information please consult the Data Protection notice of Newsroom: https://ec.europa.eu/dpo-register/detail/DPR-EC-00841
13.	For more information, including how to exercise your rights to access, rectification, object and data portability (where applicable), see the privacy statement:	Details concerning the processing of your personal data are available on the Agency's website at: https://www.ema.europa.eu/en/about-us/legal/general-privacy-statement