

PROTECTION OF YOUR PERSONAL DATA

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

Jobseekers

Processing operation: European Network of Employment Services (EURES)

Data Controller: European Labour Authority, Information and EURES Unit

Record reference: DPR-ELA-2022- 0009

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1. Introduction

The European Labour Authority (hereafter 'ELA') is committed to protect your personal data and to respect your privacy. ELA 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 '**European Network of Employment Services (EURES): Jobseekers**' undertaken by European Labour Authority, Information and EURES Unit is presented below.

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

Purpose of the processing operation: The Information and EURES Unit collects and uses your personal information related to your CV/professional profile and job vacancy data in order provide the best matching job vacancies to your profile as a jobseeker.

EURES is a European cooperation network of employment services to help jobseekers and employers to find each other across Europe. It covers all European Union countries as well as Iceland, Liechtenstein, Norway and Switzerland.

The EURES network and portal is created by Regulation (EU) 2016/589 of the European Parliament and of the Council of 13 April 2016, 'EURES Regulation' and its activities are supported by the European Coordination Office (ECO) managed by the European Labour Authority. Each participating country (31) designates a National Coordination Office (NCO), generally linked to either their Public Employment Services (PES) or their Ministry of Labour.

Who is who in the EURES network

European Coordination Office (ECO)

The network is coordinated at European level, by the European Coordination Office, established within the European Labour Authority. ECO manages the EURES portal and the European Job Days web platform.

National Coordination Offices (NCO)

Each country member of the network has appointed a National Coordination Office for EURES, responsible for coordinating the national network of Members and Partners.

EURES Members and Partners

The services to jobseekers and employers are provided by EURES Members and Partners.

Public employment services (PES) play a specific role, as they are participating and providing services as EURES Members just as other Members. Besides PES, other employment services

and organisations providing services to jobseekers and employers can also participate either as EURES Members or as EURES Partners. It depends of the kind of services they offer.

A EURES Member provides the full range of EURES services whereas a EURES Partner has a more limited service offer, depending on the size of the organisation or the character of the other services it normally provides.

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)(d) of Regulation (EU)2018/1725, you have given consent to the processing of your personal data for one or more specific purposes.

We do not process **special categories of personal data**, therefore Article 10 of the Regulation does not apply.

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

In order to carry out this processing operation, the Information and EURES Unit collects the following categories of personal data:

Self - registered jobseeker(s):

Account: Username, name, surname, address, e-mail address;

Non-mandatory information (optional): phone, mobile phone, fax number, date of birth, nationality, language preferences, gender.

CV/jobseeker profile (non-mandatory information – optional): Educational and professional background, language and personal skills, desired location, desired occupation

Desired employment information (non-mandatory information – optional, as defined in the registered jobseeker profile): Preferred occupation, preferred job title, preferred position, desired location of employment, desired contract type and duration

Saved search profiles of a registered jobseeker (mandatory to be provided, when setting up a search profile): Name of the profile, frequency of the notification, language, e-mail (prefilled), chosen search criteria

Enquiries (mandatory if the function is applied): The text of the question to another user

Public/non-registered users:

E-mail address and preferred language, if they have consented to receive the newsletter.

Logs

User actions can also be logged for data protection and security auditing, to detect web crawlers (for example, number of pages viewed within a time period).

In case of misuse/abuse of the information provided by the EURES portal, ELA may initiate an investigation and with the support of the NCOs, adopt the appropriate technical and organization measures to avoid any potential damage. This process is specifically covered in the above Record 'DPR-ELA-2022-0044 European Network of Employment Services (EURES) for EURES Staff'. The provision of personal data is not mandatory.

The authentication of the user will be made with two-factor authentication system provided by EU Login. EU Login verifies the identity of the users and guarantees the security of their data. The process is covered by Record “DPR-EC-03187: Identity & Access Management Service (IAMS)” owned by the European Commission: Informatics (DIGIT). The European Labour Authority will not have access to these data.

For all users:

Your personal data is not mandatory.

At any time you can delete your account in the portal or you can write to us at ela@europa.eu to rectify, delete or exercise any of your rights.

For jobseekers and CVs replicated from national databases:

The full set of XML data in line with HR open data standards can be sent.

This includes:

Name, surname, age, nationality, birth date, gender, qualifications, education history, job experience and occupation types, future job preferences, desired remuneration and contract type, availability of driving license.

Your personal data is not mandatory.

We have obtained your personal data from the **Single Connection Point** in your respective Member State, following the structure created by the EURES Regulation (Regulation (EU) 2016/589), in particular Article (12)(4). Personal data are received directly from the EURES Network, according to EURES Regulation and personal data protection rules.

Once the EURES portal receives the data from a EURES Member/Partner, the ELA will be considered as Controller. The European Commission will be Processor for the data and a specific Data Processor Agreement will be signed between both institutions.

5. How long do we keep your personal data?

The Information and EURES Unit only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing, namely for a maximum of **2 years**, from the moment the jobseekers provide/insert their data in EURES platform or we received your personal data from the relevant Single Connection Point.

If you do not have visited for a period of two years will be deleted and no data will be stored.

You, as jobseeker can at any point delete your account.

If your profile(s) is stored in the system and not updated or checked for a period longer than **twenty-six weeks** will no longer be accessible to employers.

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 either on the servers of the European Labour Authority or of its contractors.

ELA's contractors are bound by a specific contractual clause for any processing operations of your data on behalf of ELA, and by the confidentiality obligations deriving directly from the General Data Protection Regulation in the EU Member States ('GDPR' [Regulation \(EU\) 2016/679](#).)

In order to protect your personal data, ELA has put in place a number of technical and organisational measures in place. 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 ELA staff responsible for carrying out this processing operation and to authorised staff according to the "need to know" principle. Such staff abides by statutory, and when required, additional confidentiality agreements.

International data transfers:

If you have agreed, the controller will transfer your personal data to the relevant stakeholders in Iceland, Liechtenstein, Norway and Switzerland.

The controller will transfer your personal data based on an adequacy decision of the European Commission for Switzerland¹.

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, your personal data and to rectify them in case your personal data are inaccurate or incomplete. Where applicable, you have the right to erase your personal data, to restrict the processing of your personal data, to object to the processing, and the right to data portability.

You have consented to provide your personal data to the Information and EURES Unit for the present processing operation. You can withdraw your consent at any time by notifying the Data Controller. The withdrawal will not affect the lawfulness of the processing carried out before you have withdrawn the consent.

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.

¹ 2000/518/EC: Commission Decision of 26 July 2000 pursuant to Directive 95/46/EC of the European Parliament and of the Council on the adequate protection of personal data provided in Switzerland

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:

eures@ela.europa.eu

- The Data Protection Officer (DPO) of ELA

You may contact the Data Protection Officer (data-protection@ela.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?

ELA Data Protection Officer (DPO) publishes the register of all processing operations on personal data by ELA, which have been documented and notified to him. You may access the register via the following link: <https://www.ela.europa.eu/en/privacy-policy>

This specific processing operation has been included in the DPO's public register with the following Record reference: DPR-ELA-2022- 0009 European Network of Employment Services (EURES).