



EUROPEAN MEDICINES AGENCY
SCIENCE MEDICINES HEALTH

30 May 2026
EMA/76076/2026

Records of data processing activity (public)

Name and reference number of processing operation: Network Portfolio website with details of Network Product Owners and Subject Matter Experts representatives in Agile teams

1.	Last update of this record, version number:	N/A
2.	Reference number:	EMA-I-017
3.	Name and contact details of controller:	European Medicines Agency Internally: Head of IM Division Contact: Datacontroller.infomanagement@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)	Cloud provider Atlassian PTY Ltd. Singel 236 1016 AB Amsterdam, Netherlands Cloud provider and document repository (MS Sharepoint) Microsoft Ireland Operations Limited One Microsoft Place, South County Business Park, Leopardstown, Dublin 18 D18 P521,
7.	Purpose of the processing	The purpose of this data processing activity is to publish (on the Network Portfolio website, a restricted website to which only the members of the European Medicines Regulatory Network (EMRN) have access to) details about Network representatives (Product Owners and Subject Matters Experts)

		working in Agile teams. The Network Product Owner represents EMA's partners and is the voice of the Network. The Network Subject Matter Expert has knowledge and expertise of a specific business solution or product that he/she can provide to an Agile Team when requested (usually) by the Product Owner. The information published provides peers in the EMRN knowledge about who their representatives in Agile teams are.
8.	Description of categories of persons whose data EMA processes and list of data categories	Persons nominated by a National Competent Authority (NCA) as Network Product Owners or Subject Matter Experts. The data categories may include: Name and last name of the representative; Professional email address of the representative; The name and country of the NCA where the representative is employed; The value stream and the product team where the representative is active.
9.	Time limit for keeping the data	The information is published on the Network Portfolio website until the mandate of the representative expires as defined in the call for nomination. The information is removed from the website within three months of the end of the calendar year during which the mandate expires.
10.	Recipients of the data	EMA staff responsible for publication on the Network Portfolio website of the names and other personal details of the Network Product Owners and Subject Matter Experts and users of the Network Portfolio website employed by an NCA or the European Commission.
11.	Are there any transfers of personal data to third countries or international organisations? If so, to which ones and with which safeguards?	The contact details are stored on Microsoft Sharepoint. If applicable, any transfer of data to a third country by the Agency's processors shall be done only on the basis of documented instructions from the Agency or in order to fulfil a specific requirement under Union or Member State law to which the processors are subject and shall take place in compliance with Chapter V of Regulation (EU) 2016/679 or the EUDPR.
12.	General description of security measures, where possible.	The Agency has appropriate technical and organisational measures in place, including organisational policies, to safeguard the security of personal data and ensure the confidentiality, integrity and availability of the relevant systems, services and the personal data processed within them. The website is hosted on a server in a secure network to

		which only EMA, the European Commission and national competent authorities have access. In addition, the processor hosting the contact list, has provided the general security assurances.
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/data-protection-privacy-ema