EMA/474824/2019

Record of data processing activity relating to pension data (public)

1.	Last update of this record, version number:	31 December 2019, version 1
2.	Reference number:	A9
3.	Name and contact details of controller:	European Medicines Agency Internally: Head of Administration and Corporate Management Division datacontroller.administration@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)	Not applicable
7.	Purpose of the processing	Processing of personal data is necessary to: • To update actuarial assumptions, like mortality table, invalidly table etc. required for actuarial calculations. • To assess the Pension Scheme of European Officials (PSEO) according to Annex XII of the Staff Regulations. • To calculate the liability social benefits of personnel and Members of the EU Institutions (PSEO, PSMEP, PSMI and JSIS schemes). • To produce statistics on the population of social benefits schemes. Eurostat will inform the EDPS on any processing different of those above detailed. The head of the unit C3 – Statistics for Administrative purpose – of Eurostat, who is responsible for the processing of the data ensures that the data will not be used for other purposes than those necessary for processing the actuarial calculations of social benefits schemes.

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: • Active temporary agents • Contractual agents • Beneficiaries of an invalidity allowance contributing to the PSEO • Beneficiaries of the scheme (retired and invalids officials' widows and orphans) • All contributing members to the Joint Sickness Insurance Scheme (JSIS) • Beneficiaries of the PSEO • Beneficiaries of the JSIS The following categories of personal data are collected for this processing operation: • NUP Code • Statistical code (anonymised NUP) • Family code used in JSIS • Date of birth • Date of death (if applicable) • Sex • Nationality • Place of residence • Marital status • Institution or Agency • Starting data in Institution or Agency • Contract type • Termination Date • Contribution rate • Annual Accrual rate for pension • Amount of the pension contribution • Pension type • Pension rate • Pension amount contributions to the JSIS • Health expenditure The NUP code does not change when an official moves from one institution to another, or when he/she retired. The NUP code is used as a unique key in databases.
9.	Time limit for keeping the data	Data is accessed EMA's HR database where it is retained until the retention period applicable for personal files (as stated in record no. A1). The relevant data are extracted normally once a year from EMA's HR database and sent to Eurostat, which is responsible for the processing of the relevant personal data. Electronic copies can be accessed only through PC password and are kept only should queries arise after sending the data to Eurostat.
10.	Recipients of the data	Eurostat's "Article 83a Team" (team in charge of actuarial calculations of social benefits of personnel and Members of the EU Institutions) ESTAT-PENSION-SECTOR@ec.europa.eu. DG HR, DG BUDGET, PMO and EU Institutions receive anonymous aggregated results of the actuarial calculations of social benefits of EU Institutions. Independent external experts receive anonymous sets of data needed to check and validate Eurostat calculations,

		National experts from relevant departments of the public administration of Member States, as specified in Annex XII of Staff Regulations, receive anonymous aggregated results from Eurostat.
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.	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. In particular, • Paper copies are not being produced. • Electronic copies can be accessed only through PC password.
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, where you may find the EMA General Privacy Statement as well as the privacy statements on specific data processing operations.