

# EUISS record of processing activity

## CCTV

1	Last update of this record	14/12/2020
2	Reference number	ADM-021
3	Name and contact details of controller	European Union Institute for Security Studies 100, avenue de Suffren F-75015 Paris France +33 1 56 89 19 30  Responsible department or role: Head of Administration and Personnel of the EUISS  Contact form for enquiries on processing of personal data to be preferably used: <a href="https://www.iss.europa.eu/contact">https://www.iss.europa.eu/contact</a>
4	Contact details of the DPO	<a href="https://www.iss.europa.eu/contact">https://www.iss.europa.eu/contact</a>
5	Name and contact details of joint controller (where applicable)	Not applicable
6	Name and contact details of processor (where applicable)	Fichet-Bauche Télésurveillance 1 bis Rue du Petit Clamart, 78140 Vélizy-Villacoublay France +33 01 73 15 02 50  <a href="https://fichet-bauche-telesurveillance.com/">https://fichet-bauche-telesurveillance.com/</a>
7	Description and purpose of the processing	To monitor the points of access/exit to the EUISS premises in Paris and give access to direct or recorded video footage to the security company with which

		<p>the EUISS has a contract in case of activation of an intrusion alarm suggesting a possible security incident.</p> <p>The legal basis of the processing operation is:</p> <ul style="list-style-type: none"> <li>- the Council Decision 2014/75/CFSP of 10 February 2014 on the European Union Institute for Security Studies;</li> <li>- the Decision on the rules governing the access to the EUISS offices in Paris and the standard operating procedures regarding their remote security monitoring (Decision EUISS(2020)/DEC/04).</li> </ul>
8	Description of categories of persons whose data the EUISS processes and list of data categories	<p>Data subjects:</p> <p>All persons using the access/exit points of the EUISS premises in Paris.</p> <p>Personal data processed:</p> <p>Video image of individuals accessing/exiting the EUISS premises with date and time.</p>
9	Time limit for keeping the data	30 days.
10	Recipients of the data	<p>The security company with which the EUISS has a contract for its remote security monitoring.</p> <p>The Facilities Officer.</p>
11	Are there any transfers of personal data to third countries or international organisations? If so, to which ones and with which safeguards?	No
12	General description of security measures	The company with which the EUISS has a contract for its remote security monitoring is certified APSAD P5, the highest degree in France regarding the security of technical installations and relating services.

		Contractual clauses cover data protection issues and the company also applies standard policies and guarantees:  <a href="https://fichet-bauche-telesurveillance.com/protection-des-donnees/">https://fichet-bauche-telesurveillance.com/protection-des-donnees/</a>
13	For more information, including how to exercise your rights to access, rectification, object and data portability (where applicable), see the privacy statement:	Additional information is available by following the link to privacy statement <a href="#">here</a> (link to privacy statement).