



EUROPEAN COMMISSION

PROTECTION OF YOUR PERSONAL DATA

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

Processing operation: COVID-19 – Digital verification of certificates upon entry of Commission sites in Brussels and Luxembourg

Data Controller: HR.D

Record reference: DPR-EC-11557

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1. Introduction

The European Commission (hereafter 'the Commission') is committed to protect your personal data and to respect your privacy. The Commission 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 COVID-19 – Digital verification of certificates upon entry of Commission sites in Brussels and Luxembourg undertaken by HR D is presented below.

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

The objective of these processing is to prevent COVID-19 contagion and protect Commission staff members' health from a SARS-CoV-2 infection. While mandatory face masks, social distancing, body temperature screening and the reduced presence at the office already offer a good level of protection for staff, additional measures are needed to ensure maximal level protection while still ensuring business continuity.

COVID-19 certificate checks for all visitors entering Commission premises in Brussels and Luxembourg

The Commission adopted specific health and safety rules for the Commission sites of Brussels and Luxembourg to prevent the further spread of SARS-CoV-2 and to protect staff, while ensuring business continuity and adopting solutions for staff to enable them to perform their work efficiently and effectively. In particular, Commission considers that it is appropriate to limit temporarily the access of non-vaccinated persons to Commission premises, unless that they can present a recovery certificate or a negative test certificate.

COVID-19 certificate checks for all persons entering Commission premises in Luxembourg

Article 1 of the Decision of the Director-General of Personnel and Administration of 22 April 2008 (D(2008) 3248) provides that the Commission sites of Brussels and Luxembourg should, to the extent that they comply with Union law and the Protocol on Privileges and Immunities, apply the relevant provisions of national law pertaining to health and safety at work. In Luxembourg, the check of COVID-19 certificates became mandatory to enter the workplace for all public and private employees, i.e. not only visitors, but also staff members need to exhibit COVID-19 certificates to enter their workplace in Luxembourg. With the same objective as above, and to be in line with Luxembourgish rules, the Commission adopted an internal decision requiring all persons above the age of 12 accessing the Commission premises in Luxembourg to present a COVID-19 certificate at the entrance.

COVID-19 certificate checks for all participants in events of more than 50 participants in the Commission premises in Brussels

The Commission is committed to guaranteeing the highest levels of health and safety within its premises. This is why the Commission closely follows the developments at national level and, where necessary and appropriate, adapts its working arrangements in order to take account of the measures adopted by the national authorities of its host Member States. In this regard and in line the Belgian rules for indoor event organised for more than 50 participants, COVID-19 certificates will have to be checked for any such event organised inside the Commission premises in Brussels. For any individual who holds a valid access pass issued by a Union institution, office, body or agency and recognised by the Commission, this would mean that they can still enter the Commission premises in Brussels where the event is organised without presenting a COVID-19 certificate but for entering the above defined event COVID-19 certificates will have to be checked.

Manual verification of COVID-19 certificates alone involves a significant risk of fraud, which poses a risk to Commission staff members' health. It is necessary to ensure that the COVID-19 certificates have not been forged and that they belong to the persons presenting them. Verifying the validity and authenticity of the COVID-19 certificates can only be achieved effectively by using a scanning solution for validation of the QR codes displayed on COVID-19 certificates, while processing the minimum amount of personal data and without recording the results of the check, nor the content of the certificates.

The digital verification of COVID-19 certificates is carried out by means of the mobile applications CovidScan for Commission sites in Belgium and CovidCheck.lu for Commission sites in Luxembourg. It is carried out by the "Certificate Screening Operators" (CSOs) (e.g. guards) that have received appropriate training in the visual and automated method of screening COVID-19 certificates and the relevant workflow. The certificates concerned are those mentioned in Commission Decision C(2020) 5973, as amended.

The hand-held reader will be held in a way that discreetly shows the results on the screen only to the CSOs:

- Certificate is valid: the normal security entrance procedure applies and the person may enter;
- Certificate is not valid: the person is refused access for the day.

The CSOs also verify that the name and date of birth indicated on each certificate correspond to the information contained in the person's ID documents.

A manual verification of the certificates by means of a visual check may be carried out in case of technical problems with the digital verification by means of the mobile applications.

Manual verification of test certificates will also be necessary for all persons entering the Commission premises in Luxembourg for whom the Director of Health of Luxembourg has issued an [official certificate stating that they have a counter-indication to be vaccinated against COVID-19](#). In such cases they will have to show the official certificate issued by Luxembourgish authority and the test certificate (PCR or rapid antigen test which can be digitally verified) or results of the self-diagnostic test done on the spot. Certificates issued by the Luxembourgish authorities and the results of the self-diagnostic test done on the spot should be verified manually as they do not contain a QR code that would be recognised by the mobile application CovidCheck.lu. This verification should be carried out in accordance with a specific protocol adopted by the Director-General for Human Resources and Security.

Access to the Commission sites in Belgium shall be denied to any visitor who does not exhibit a COVID-19 certificate.

Access to the Commission sites in Luxembourg shall be denied to any person who does not exhibit a COVID-19 certificate or a negative result of a self-diagnostic test.

Those whose access has been denied may request an 'Entrance Denied' certificate, which will not be personalized and only state that access to the building was denied on a certain date.

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 based on Article 5(1)(a) and (b) of Regulation (EU) 2018/1725 because the processing is necessary for the performance of a task carried out in the public interest and for compliance with a legal obligation to which the controller is subject. We carry out this operation based on:

- Staff Regulations of Officials of the European Union, and in particular Article 1e (2) thereof,
- Conditions of Employment of Other Servants of the European Union, and in particular Articles 10 (1) and 80 (4) thereof,
- Commission Decision C(2006)1623/3 of 26 April 2006 establishing a harmonised policy as for health and safety at work for all Commission staff, and in particular Articles 3 (1) a) thereof;
- Commission Decision C(2020) 5973 as amended by Commission Decisions C(2021) 6669, C(2021) 7699, and C(2022) 332;
- Processing of special categories of data is based on Article 10(2)(b), (g) and (i) of Regulation (EU) 2018/1725.

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

The digital verification of the QR code of EU Digital COVID Certificates will attest that a person has been vaccinated against COVID-19, or has been tested negative for SARS-CoV-2, or has recovered from a SARS-CoV-2 infection.

The QR code contains a digital stamp to guarantee the certificate's authenticity, and the required essential identification data, such as name, surname, date of birth, date of issue, relevant information on the vaccine/test/recovery and a unique identifier.

In addition, the "Certificate Screening Operators" (CSOs) will verify if the name and date of birth indicated on the certificate correspond to the information contained in the person's ID documents.

In Luxembourg, for persons to whom the Director of Health of Luxembourg has issued an official certificate stating that they have a counter-indication to be vaccinated against COVID-19 will be required to show such certificate and the results of the self-diagnostic test done on the spot unless they show test certificate (either PCR or rapid antigen test).

In case of a denial of access, visitors may request a certificate proving that access was denied. The certificate will be an official document stating that access was denied to a certain building on a certain date. It will not be personalised.

5. How long do we keep your personal data?

We do not keep your personal data. Data is not stored, it only appears on the screen of the hand-held reader.

6. How do we protect and safeguard your personal data?

In order to protect your personal data, the Commission 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. In the context of this procedure, the following technical and organisational measures are in place:

- **Training of personnel:** The screening of COVID-19 certificates will be carried out by the CSOs who have received appropriate training in the visual and automated method of screening COVID-19 certificates.

- **Minimum disclosure of data:** The mobile applications CovidScan and CovidCheck.lu display only a subset of the data encoded in the QR codes of certificates. The CSOs only see the result of the screening, which will be either: valid when a green check mark appears on the screen of their devices, or invalid when a red exclamation mark appears. In addition, CSOs will place the screen of their devices in a way that does not allow any other person to see the result of the scanning of the certificates.

- **No storage of personal data:** The name of the visitors, the content of the certificates and the result of the digital verification will not be stored, transferred or otherwise processed by the CSOs. No personal data will be stored by the CovidScan and CovidCheck.lu applications.

7. Who has access to your personal data and to whom is it disclosed?

Only “Certificate Screening Operators” (CSOs) that have received appropriate training in the visual and automated method of screening COVID-19 certificates and the relevant workflow. Such staff abide by statutory, and when required, additional confidentiality agreements.

The name and date of birth of the person presenting certificate, or any other personal or medical data, is not recorded, stored or transferred to any service.

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 can contact the operational unit, 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.

9. Contact information

- The Data Controller

If you have comments, questions or concerns, please feel free to contact the Data Controller, HR-MAIL-DIR-D@ec.europa.eu.

- The Data Protection Officer (DPO) of the Commission

You may contact the Data Protection Officer (DATA-PROTECTION-OFFICER@ec.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?

The Commission Data Protection Officer (DPO) publishes the register of all processing operations on personal data by the Commission, which have been documented and notified to him. You may access the register via the following link: <http://ec.europa.eu/dpo-register>.

This specific processing operation has been included in the DPO's public register with the following Record reference: DPR-EC-11557.