

INSURANCE

Key information

Controller

Cesare Onestini, Director of the ETF, Cesare.Onestini@etf.europa.eu

Business owner

Renata Vallome, ETF Security Officer and Facilities Coordinator, Renata.Vallome@etf.europa.eu

Data protection officer

Tiziana Ciccarone / Laurens Rijken, DataProtectionOfficer@etf.europa.eu

Purpose of the processing

The purpose of the process is to allow insurance companies to process insurance claims

Legal basis

The legal basis for the processing operations of personal data is the Building Security Policy (ETF/18/DEC/010) and the ETF Health and Safety Policy (ETF/16/DEC/007).

Personal data

Personal data concerned are:

- Name, contact details and any other data necessary for the processing of the insurance claim. While providing detailed information about the circumstances of the incident, further personal data might be disclosed

Recipients of the personal data

For the purpose detailed above, access to personal data is provided to the following processing entities:

- *Internal recipients* are the Security Officer, ETF facilities team staff members, and in particular cases ETF Crisis Management Team members;
- *External recipients* are insurance broker, insurance companies and in particular cases local authorities for public security.

Transfer to third countries/international organisations

Not applicable

Further information

Data retention

3 years from the closure of the individual claim due to potential appeals. The setting of this period is based on the calculation of the necessary time to implement any potential cases of legal appeals resulting from the event occurred.

Right of access, rectification or erasure, restriction, objection

Any request to access, rectify or erase personal data, or to restrict or object to the processing of personal data shall be addressed in writing to the ETF Security Officer and Facilities Coordinator, Ms Renata Vallome, Renata.Vallome@etf.europa.eu

Right to withdraw consent

Not applicable

Right to lodge complaint

Data subjects can at any time lodge a complaint on the processing of their personal data to the ETF Data Protection Officer (DataProtectionOfficer@etf.europa.eu) or to the European Data Protection Supervisor (<http://www.edps.europa.eu>).

Necessity of provision of data

The provision of data is based on the ETF Building Security Policy, ETF Site Management Policy, ETF Health and Safety Policy. Failure to provide data implies no chances to issue an insurance claim.

Further processing

In particular cases further processing will occur by local authorities for public security, in accordance with the relevant legislation