

To you who is registered at EAEVE

This letter is solely for briefing.

From 25 May 2018, the new data protection regulations¹ will have an impact in the EU. The purpose of the new regulations is to strengthen the protection of individuals' personal information.

The personal data law is relevant to you if you have previously provided personal information to the European Association of the Establishment for Veterinary Education (EAEVE).

Information about single-person companies is also considered personal data. EAEVE does not register whether Establishments are single-person owners, so EAEVE has chosen to provide this information to all who are registered with EAEVE.

The information provided by EAEVE is as follows:

1. We are the data controller - how do you contact us?
2. Contact information.
3. Purpose and basis for handling and processing personal data.
4. Categories of personal data.
5. Recipients or categories of recipients.
6. Where personal information originates.
7. Retention of personal data.
8. Rights.
9. Complaint to Data Inspectorate.

Below, we have elaborated on the information. You can read more on our website (www.eaeve.org). If you have questions, feel free to contact us. You can see our contact information in the attachment.

Yours sincerely,

Prof. Dr. Stéphane Martinot

President of EAEVE

¹ [REGULATION \(EU\) 2016/679 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL](#) of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation)

Information on our handling of individuals' personal information

1. We are the data controller - how do you contact us?

EAEVE is the data responsible for handling of individuals' personal information. You find our contact information below:

European Association of Establishments for Veterinary Education
Hietzinger Kai 87
A-1130 Wien
Austria

Tel: +43-1-512 33 94
Fax: +43-1-512 77 10
www.eaeve.org

2. Contact information

If you have any questions concerning our handling of your personal information, you are always welcome to contact the EAEVE Office:

- By mail: office@eaeve.org
- By phone: +43-1-512 33 94
- By fax: +43-1-512 77
- By letter: European Association of Establishments for Veterinary Education Hietzinger Kai 87
A-1130 Wien
Austria

3. Purpose and basis for handling and processing personal data

The mission of the EAEVE is to evaluate, promote and further develop the quality and standard of veterinary medical establishments and their teaching within, but not limited to, the member states of the European Union (EU). EAEVE only collects individuals' personal information when it is relevant and necessary to fulfill our mission.

EAEVE collects individuals' personal information for the following purposes:

- Contact details for establishments for veterinary education
- Contact details for persons acting as EAEVE experts, coordinators, chairpersons on visits
- Contact details for persons participating in EAEVE and subcommittees of EAEVE
- Making it known to the public who is acting on behalf of EAEVE and in which capacity
- Preparation of evaluation reports and other reports or materials necessary to evaluation and accreditation purposes

Individuals' personal information typically are handled and processed when applying for an evaluation visit, when preparing evaluation reports, when communicating within EAEVE and its subcommittees, when communicating between EAEVE and individual persons.

The basis for EAEVE's handling and processing of individuals' personal information is based on the processes and documents available on the EAEVEs website (www.eaeve.org)

4. Categories of personal information

EAEVE primarily handles and processes the following categories of individuals' personal information:

- Name
- Title
- Education
- Address
- Phone number
- Fax number
- Email address
- Websites
- Invoice numbers
- Credit nota numbers
- Bank account numbers

5. Recipients or categories of recipients

EAEVE distributes your personal information to other official authorities when demanded by law or when necessary for other official authorities to conduct their work.

Names, titles, education details are communicated internally within EAEVE and its subcommittees, with external stakeholders and the public.

6. Where personal information originates from

EAEVE collects individuals' personal information when you approach EAEVE, when you are part of EAEVE or its subcommittees, when you participate in evaluation visits, or when you visit or communicates with EAEVE

7. Retention of personal data

EAEVE erases your personal information when the information is no longer relevant for the purpose of collecting it. EAEVE periodically assesses its need for retention of information in order not to keep anything but the necessary information.

8. Rights

You have a number of rights according to the data protection regulations. If you want to execute your rights, you must contact EAEVE.

Right to see information

You have a right to get to know what personal information that EAEVE has on you.

Right to correct

You have a right to have personal information on your self -corrected.

Right to have personal information erased

In special circumstances, you have a right to have your personal information erased before the time when EAEVE erases your personal information.

Right to limitation in the processing of personal information

In certain cases (please see the General Data Protection²), you have a right to limit the handling and processing of your personal information. If you have this right, EAEVE can only process and handle your data, apart from storing, with your signed agreements or if is required by law

Right to complain

In certain cases (please see the General Data Protection¹), you have a right to complain against EAEVE's handling and processing of your personal information.

9. Complaint

You have a right to complain to the Austrian Data Protection Authority if you are not satisfied with our handling and processing of your personal information. You can complain to the Austrian Data Protection Authority here:

Name: Österreichische Datenschutzbehörde

Address: Wickenburggasse 8, 1080 Vienna, Austria

Phone: +43 1 52 152-0

Email: dsb@dsb.gv.at

Website: <https://www.data-protection-authority.gv.at/>

² Regulation REGULATION (EU) 2016/679 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation)