

PRIVACY NOTICE EVALUATION ACTIVITIES

The privacy notice explains how the Evaluation Division of the Directorate of Internal Oversight (DIO) processes personal data.

1. Who is responsible for data processing?

The Evaluation Division or “we” is the data controller, which means it has the decision-making power concerning the data processing. The processing of personal data by the Evaluation Division is governed by the [Council of Europe Regulations on the Protection of Personal Data](#) adopted by the Committee of Ministers on 15 June 2022.

2. For what purposes do we process personal data?

The Evaluation Division processes personal data for the purpose of conducting evaluations. The aim of evaluation is learning, accountability and evidence-based decision-making. This enables the Council of Europe to understand how well its activities and programmes are designed and how they are making a difference. The evaluation methodology must be sufficiently rigorous to ensure a complete, fair and unbiased assessment. To ensure their accuracy, validity and reliability, the data processed are collected from a variety of sources (interviews, surveys, direct observation, document review, etc.).

3. What categories of personal data do we process?

In the framework of the evaluation processes, the Evaluation Division may process relevant data deemed necessary to evaluate the activities of the Council of Europe such as evaluations of projects and programmes of the Programme and Budget (including thematic and crosscutting evaluation, regional or country programme evaluation) and organisational evaluations (which refer to the functioning of the Council of Europe, including institutional arrangements, Council of Europe offices and Partial Agreements), including sensitive data as defined in Article 5 of the [Council of Europe Regulations on the Protection of Personal Data](#).

4. What is the legal basis for our processing of personal data?

The [legal basis](#) for this processing operation is the Council of Europe’s Staff Regulations and Staff Rules, the DIO Charter, and other applicable legal instruments adopted by the Council of Europe containing provisions relating to data collection for the purpose of the evaluation. Guidance and principles on the data protection practices of the DIO can also be found in the DIO’s Data Protection Guidelines.

In addition, the Evaluation Division is governed by the Organisation’s [Evaluation Policy](#), which takes inspiration from the norms and standards for evaluation established by the United Nations Evaluation Group (UNEG) and the OECD DAC.

5. Who has access to your data?

The evaluation process is confidential. Information gathered in the course of any evaluation process is treated as confidential by all those involved and is shared only on a need-to-know basis in conformity with applicable rules, regulations and policies.

Only authorised DIO staff has access to data processed in this respect. In addition, if an evaluation is outsourced in accordance with the Organisation’s legal framework, your data may be transferred to contracted consultants external to the Council of Europe involved in the evaluation.

In that case, the safeguards outlined in Article 9 of the [Council of Europe Regulations on the Protection of Personal Data](#) will apply.

6. How do we store your personal data?

To protect your personal data, various technical and organisational measures have been put in place. Technical measures include various actions to address security and safety of data (e.g. pseudonymization or anonymization, usage of encrypted platforms, clear-screen policy, clean-desk policy, lock-and-key policy, shredding of files, etc.), as well as prevention of alteration of data or unauthorised access depending on the risk level presented by the processing and the nature of the data being processed. Organisational measures also include restricting data access to authorised persons with a legitimate need to know for the purposes of this processing operation. Personal data are stored on servers used by the Council of Europe which are located within the European Economic Area.

7. How long will your data be stored?

Your personal data may be retained by the Evaluation Division for a period of up to 5 years according to the Council of Europe's [legal framework](#), or deleted earlier upon request.

8. What are your data protection rights?

Under Article 8 of the [Council of Europe Regulations on the Protection of Personal Data](#), you have the right to:

- request access to your personal information held by us;
- request that we correct incomplete or inaccurate personal information that we hold about you;
- request that we delete or remove your personal information when there is no valid reason for us to keep it;
- object to the processing of your personal information on specific grounds relating to your situation.

Please note that, as per the provision of Article 7, Article 8, and Article 10 of the [Council of Europe Regulations on the Protection of Personal Data](#), exceptions and restrictions may apply. Further guidelines in this respect might also be found in DIO's Data Protection Guidelines.

9. Contacts

If you wish to exercise the above rights, or for any queries, concerns, or requests you may have in connection with the way your data is collected and used, please send an email to:

- dio.dataprotection@coe.int;
- to the Council of Europe's Data Protection Officer at dpo@coe.int.

If you feel that we have not adequately responded to your request and consider that your data protection rights have been violated as a result of our processing of your personal data, you have the right to lodge a complaint with the Council of Europe Data Protection Commissioner by sending an e-mail to datacommissioner@coe.int.