

## **PRIVACY NOTICE INVESTIGATIVE ACTIVITIES**

The processing of personal data by the Directorate of Internal Oversight (DIO), including activities carried out by the Investigation Division, is done in accordance with the [Council of Europe's Regulations on the Protection of Personal Data](#). The DIO is Data Controller in this respect.

### **1. DESCRIPTION OF THE PROCESSING OPERATION**

The aim of the investigative process is to examine and determine the veracity of allegations and indications of wrongdoing as defined by the Council of Europe, including with respect to, but not limited to, activities financed by the Council of Europe and allegations of wrongdoing committed by Secretariat members. All investigative activities are administrative in nature.

### **2. LEGAL BASIS FOR THE PROCESSING**

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 reporting of wrongdoing. Guidance and principles on the data protection practices of the DIO can also be found in the DIO's Data Protection Guidelines.

### **3. CATEGORIES OF PERSONAL DATA COLLECTED**

In the framework of the investigative processes, the DIO may collect relevant data deemed necessary to examine and determine the veracity of allegations and indications of wrongdoing, including sensitive data as defined in Article 5 of the [Council of Europe Regulations on the Protection of Personal Data](#).

### **4. WHO HAS ACCESS TO YOUR INFORMATION AND TO WHOM IS IT DISCLOSED?**

The investigative process is confidential. Information gathered in the course of any investigative 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 responsible DIO staff has access to data processed in this respect. In addition, if a preliminary assessment or an investigation is opened in accordance with the Organisation's legal framework, your data may be transferred to designated persons internal or external to the Council of Europe involved in the process, including external investigators. In that case, the safeguards outlined in Article 9 of the [Council of Europe Regulations on the Protection of Personal Data](#) will apply.

### **5. HOW DO WE PROTECT AND SAFEGUARD YOUR INFORMATION?**

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. As a general rule, personal data are

stored on servers used by the Council of Europe which are located within the European Economic Area.

## **6. HOW LONG DO WE KEEP YOUR DATA?**

Your personal data may be retained by the DIO according to the Council of Europe's [legal framework](#).

## **7. WHAT ARE YOUR RIGHTS AND HOW CAN YOU EXERCISE THEM?**

As per the provision of Article 8 of the [Council of Europe Regulations on the Protection of Personal Data](#), you have the right to request access, rectification, erasure, or restriction of processing of your personal data and you can object to their processing on grounds relating to your particular situation. Any request to exercise one of these rights should be directed to the Controller (for investigative matters, an email shall be sent to [dio.investigations@coe.int](mailto:dio.investigations@coe.int)).

However, 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.

## **8. CONTACT DETAILS OF THE DATA PROTECTION OFFICER**

You may contact the Data Protection Officer of the Council of Europe ([dpo@coe.int](mailto:dpo@coe.int)) with regard to issues related to the processing of your personal data under the Council of Europe data protection legal framework.

## **9. RIGHT OF APPEAL**

You also have the right to lodge an appeal to the Council of Europe Data Protection Commissioner ([datacommissioner@coe.int](mailto:datacommissioner@coe.int)), if you consider that your rights under the [Council of Europe Regulations on the Protection of Personal Data](#) have been infringed as a result of the processing of your personal data by the DIO.