



IAP

PRIVACY STATEMENT

SEPTEMBER 2019

INTERNATIONAL ASSOCIATION OF PROSECUTORS



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PRIVACY STATEMENT

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Introduction

The General Data Protection Regulation (GDPR) came into force in May 2018.

The regulation is designed to protect people's privacy. It confers rights on individuals in relation to the privacy of their personal data, as well as responsibilities on individuals and organisations holding and processing that data.

Because the **International Association of Prosecutors (IAP)**¹ processes personal data it has certain obligations under the regulation. This statement explains what those obligations are and how we will comply with them. It does not deal with every possible situation and it does not give legal advice. Further information is available in the **IAP Data Protection Policy** which may be **accessed HERE**.

Role of the IAP

The IAP is an independent, non-governmental and non-political organisation and the only worldwide professional association for prosecutors.

The IAP has over 180 organisational members, including prosecuting agencies, associations of prosecutors and crime prevention agencies. Together with individual members, this represents over 350,000 prosecutors in more than 177 countries and territories around the world.

The IAP is committed to both setting and raising standards of professional conduct and ethics for prosecutors worldwide; promoting the rule of law, fairness, impartiality and respect for human rights and improving international cooperation to combat crime.

Controllers and processors

The regulation specifies the role of controllers and processors.

The controller is the agency which alone or jointly with others, determines the purposes and means of the processing of personal data. The IAP is the data controller and is based in The Hague, the Netherlands in the European Union.

A processor is a natural or legal person, public authority, agency or other body which processes personal data on behalf of the controller. Some of the work of the IAP is undertaken by external processors. All such processors are required to act only on the instructions of the IAP and are obliged to fulfill their obligations in relation to the use of personal data under the regulation.

¹ The **International Association of Prosecutors(IAP)** is based on the *Foundation Treasury International Association of Prosecutors*, a non-profit foundation (Stichting) established under Dutch law.

Legal basis for processing personal data

Personal data processed by the IAP generally relates to membership details or to the general administration of the IAP Secretariat.

The categories of data processed include:

- Names
- Addresses
- Telephone details
- Email details
- Staff records
- Payments made to service providers

In most instances, the IAP relies on legitimate interests for processing your personal data. When, for example, you request services or products from the IAP, the IAP has a legitimate organisational interest in using your personal data to respond to you and there is no overriding prejudice to you by the IAP using your personal data for this purpose. In some instances, we may rely on your consent to our use of your personal information.

Right of access

Any individual whose personal data is being processed by the IAP has a right to know:

- Why the data is being processed;
- The categories of personal data being processed;
- The third parties, if any, to whom data has been disclosed;
- How long the data will be kept by the IAP.

If any individual wishes to know about their personal data, they can make a Subject Access Request.

Making a subject access request

To make a subject access request please contact the **IAP Secretariat** at dataprotection@iap-association.org or write to us at the following address:

The Secretary-General
IAP Secretariat
Hartogstraat 13
2514 EP The Hague
The Netherlands

Requests should be made in writing and applicants must provide proof of identity such as a copy of their passport or national identification card. This is to ensure that the Secretariat can clearly identify the applicant and locate their personal data.

Valid requests will be responded to within one month of receipt. If we receive many requests from you or we believe the request is complicated, we may extend the time limit. There is no fee for making an application.

If you believe that the information we hold about you is inaccurate you can ask us to correct or erase this information. Please be clear and exact about what information you believe is inaccurate and how we should correct it.

It is important to note that only personal data relating to an individual applicant can be provided, corrected or erased. The Secretariat cannot provide, correct or erase personal information relating to another individual.

Restrictions on right of access

The controller may restrict, wholly or in part, the exercise of a right of a data subject where certain criteria are met. The restrictions are set out in Chapter III of the GDPR.

Where a controller restricts the exercise of a right of a data subject, the controller shall create and maintain a record in writing of the factual or legal basis for the decision to restrict the right. This record shall be made available to the supervisory body upon request.

You may lodge a complaint with the supervisory body arising out of our decision to apply restrictions to your rights as a data subject.

Retention of personal data

We will not retain personal data for longer than is necessary and retention is subject to periodic reviews by the Secretariat.

Data protection breaches

A personal data breach must immediately be reported to the IAP Secretariat. The Secretary-General will notify the supervisory authority of any reportable breach within 72 hours of becoming aware of the breach. The Secretariat will notify individuals affected by the data breach directly and without undue delay.

Making a complaint to the IAP

If you wish to make a complaint about the way your personal data has been handled, please put it in writing to:

The Secretary-General
IAP Secretariat
Hartogstraat 13
2514 EP The Hague
The Netherlands
dataprotection@iap-association.org

Oversight by supervisory body

For independent advice about the GDPR or to make a complaint contact:

Autoriteit Persoonsgegevens
Bezuidenhoutseweg 30,
PO Box 93374, 2509 AJ Den Haag
The Netherlands
Website: <https://autoriteitpersoonsgegevens.nl/en>

Contact

By post: IAP Secretariat
Hartogstraat 13
2514 EP The Hague
THE NETHERLANDS

By email: dataprotection@iap-association.org
By phone: +31 70 3630345

