1. **What is the EPC?**

This privacy statement concerns data collection and processing in the context of the European Professional Card procedure (EPC).

The EPC is an electronic procedure proving that you have passed administrative checks and that your professional qualifications have been recognised by the EU country in which you want to work on a permanent basis (the host country), or that you have met the conditions to work in that country on a temporary basis.


The processing operations on personal data in the context of the EPC are necessary and lawful under Article 5 (1) (a) (b) and (d) of Regulation (EU) 2018/1725.

To apply for an EPC, you first need to create an account in EU Login (the European Commission's Authentication Service). Your EU Login account provides secured access to an EPC account where you can provide your personal details, contact information and manage EPC applications. As soon as you submit an application, the application, along with your personal data, is transferred to the Internal Market Information System (IMI) for processing by the relevant competent authorities. All data, including personal data, is stored on servers of the European Commission.

2. **Which laws cover data protection for the EPC**

   - The [IMI Regulation](https://www.europa.eu) (applications are submitted to the [IMI system](https://www.europa.eu)) where they are processed by the relevant national authorities)
   - [Regulation (EU) 2016/679](https://www.europa.eu) (and any relevant implementing acts in each country) governs the processing of personal data by [national authorities](https://www.europa.eu)

3. **Which data are collected and processed?**

The personal data to be entered in your EPC account and which will be transferred to IMI for processing by the relevant competent authorities when you submit an application include:

   - First name, family name, family name at birth*, date of birth, place of birth, nationality;
   - Proof of identity (such as, number of ID card/passport, expiry date*);
• Contact details (e-mail address, telephone number, postal address*, country of residence, preferred language used for any automatic emails, spoken languages*);

• Information specific to individual EPC applications (including relevant professional qualifications and professional titles). In duly justified cases regarding temporary service provision under Article 7(2) of Directive 2005/36/EC, the host country authorities might require provision of details of insurance cover or a declaration on language knowledge*.

• Required supporting documents, as may be requested by Member States in accordance with Directive 2005/36/EC and Regulation 2015/983.

In addition, the competent authorities handling your EPC application in IMI may also add personal data to your applications (which will also be reflected in your EPC account) in the form of:

• Required supporting documents that they can issue themselves;

• Information on the existence of disciplinary sanctions/criminal actions which relate to prohibition or restriction to practise a professional activity concerned (in accordance with Article 4e of Directive 2005/36/EC and subject to Article 9 of Regulation (EU) 2016/679). Namely, the profession concerned, national authority that adopted the decision, country where the decision was taken, the nature/duration of the sanction (temporary/permanent).

* Denotes non-mandatory data.

4. **Who has access to your data?**

Your EPC account is private and secured via your personal EU login account, to which only you have access using your email address and password.

When you submit an EPC application, it will be transferred (including your personal data) to a designated authority in your home country through the IMI system. Once the home authority has checked your application it will transfer it to the designated authority in the host country. If based on the details of your application, a designated authority finds that your application should in fact be handled by another authority in IMI, it will forward your application accordingly.

Authorities are designated by Member States pursuant to Article 4a(6) of Directive 2005/36/EC. Only the authorities directly involved in handling an application will have access to your data. Although data resides on European Commission servers, the European Commission does not have access to your personal data.

5. **What are your rights and how can you exercise them?**

In accordance with Regulation (EU) 2018/1725 and Regulation (EU) 2016/679, you have the right to access and rectify information concerning you.

You can access all your personal data directly via your EPC personal account. You can modify your personal data via your account until you submit the first EPC application. Once you have submitted an application for processing, you will not be able to modify related personal data other than your
contact details. You can use the 'Request update' function to ask the authorities handling your application to apply changes to your personal data.

You can always update your contact details via your EPC account. For removal of personal data see point 6 below - How long is your data stored?

In case of any dispute regarding your personal data, you can contact the Data Controller or in case of conflict the European Commission Data Protection Officer or the European Data Protection Supervisor using the contact information given at point 8 below.

6. **How long is your data stored?**

Your personal data will be stored until you request the deletion of your EPC personal account. You can do this at any time via the 'My account' page in your EPC account.

If you have never submitted an application and you request deletion of your account, all your data will be deleted immediately.

If you request deletion of your account having already submitted one or more applications, the applications, along with any issued EPC certificates, will be marked as cancelled and the authorities concerned will be notified. Your personal data will remain visible in IMI for six months after the authorities acknowledge your deletion request in IMI. The data will then be blocked for a further 18 months (inaccessible through the IMI interface), after which time it will be permanently deleted (in compliance with the IMI Regulation).

Anonymised EPC application data will continue to be kept in IMI for statistical purposes.

Deleting your EPC account does not affect your EU Login account. After deleting your EPC account, you can delete your EU Login account via the 'My Account' link on the EU Login homepage.

7. **How is your data protected?**

All data in electronic format (e-mails, documents, uploaded batches of data etc.) are stored on the servers of the European Commission (with automatic backup and recovery mechanism as defined in the disaster recovery plan); the operations of which abide by the European Commission’s security decision of 10 January 2017 2017/46 on the security of communication and information systems in the European Commission.

In order to protect your personal data, the Commission has put in place a number of technical and organisational measures. Technical measures include appropriate actions to address online security, risk of data loss, alteration of data or unauthorised access, taking into consideration the risk presented by the processing and the nature of the personal data being processed. Organisational measures include restricting access to the personal data solely to authorised persons with a legitimate need to know for the purposes of this processing operation.
In addition, the IMI users in the relevant national authorities must implement organizational security measures applicable to the processing of personal data in accordance with national legislation. In particular, appropriate security measures must be applied to personal data extracted from and further processed outside IMI (e.g. in a printed report or otherwise archived outside IMI).

8. Contact information

The EPC Personal Account and the IMI system are provided by the European Commission’s Directorate General for Internal Market, Industry, Entrepreneurship and SMEs. If you have comments or questions, any concerns or a complaint regarding the collection and use of your personal data, please feel free to contact the Data Controller for these applications using the following contact information:

The Data Controller:

European Commission,
Directorate General for Internal Market, Industry, Entrepreneurship and SMEs,
Unit R.2 - Single Market Service Centre
B-1049 Brussels
GROW-IMI@ec.europa.eu

The Data Protection Officer (DPO) of the Commission: DATA-PROTECTION-OFFICER@ec.europa.eu

The European Data Protection Supervisor (EDPS): edps@edps.europa.eu.