

## Privacy notice

### [Submission of translations into non-official languages for publication in the Court's HUDOC database](#)

The European Court of Human Rights and its Registry (“the Court”, “ECHR” or “we”) process the personal data of outside parties who submit their translations into non-official languages (“NOLs”) for publication in the Court’s case-law database (“HUDOC”). This privacy notice explains the processing of the personal data submitted by such outside parties.

#### 1. Who is responsible for data processing?

The European Court of Human Rights and its Registry are the “controllers” of the personal data of outside parties who submit their translations for publication, which means they have decision-making power with regard to data processing. The processing of your personal data 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. What data do we process and for what purposes?

We process the personal data of outside parties who submit translations into NOLs for publication in the HUDOC database. All submissions for publication are made by email or post<sup>1</sup>. We collect the following personal data: surname(s) and first name(s), email address and professional title (government official, lawyer, academic, etc.). These data are necessary for us to verify the identity of, and communicate with, the person submitting translations.

After receipt of the submission, exchanges continue via email to clarify certain details and receive the relevant documents. We recommend providing only the data requested. However, if other personal data are submitted during these exchanges, we will process them as well.

#### 3. What is the legal basis for our processing of your data?

We process your personal data on the basis of the Council of Europe’s legal instruments and its internal rules in order to carry out activities necessary for the performance of the Court’s tasks.

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

The ECHR staff involved in publishing official texts in the HUDOC database have access to any personal data you submit.

Moreover, owing to the public nature of the texts published in the HUDOC database and the rules governing their reproduction, some of your personal data may be visible online (surname(s), first name(s) or other data present in the translations submitted by you). The Court does not modify

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<sup>1</sup> Translations can be sent by post in the following formats: CD, DVD or USB key.

translations in PDF format and any personal data contained in the documents submitted will be visible online, where it cannot be altered.

## **5. How do we store your personal data?**

Your personal data will be stored electronically on the Council of Europe's servers located in the European Union. We have put in place measures to protect the security of your personal information, including appropriate security measures to prevent your personal information from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed. These measures include encrypted servers, limited access to any databases only for those people who need it and secure backup of all data.

## **6. How long will your data be stored?**

Identifying data published in the HUDOC database (surname(s), first name(s), etc.) will be visible for an unlimited period for communication and archiving purposes in the public interest.

Personal data that are not published in the database will be retained for twenty years following the date of last contact, for archiving purposes in the public interest and for the purpose of historical research, except where the interests or fundamental rights and freedoms of the data subjects prevail.

## **7. What are your data protection rights?**

You have the right to:

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

Depending on the situation, the Court may restrict the scope of some of the above-mentioned rights in respect of data processing carried out for the following purposes: archiving in the public interest, historical research, statistical purposes, the protection of judicial independence and the protection of the data subject's rights and freedoms, or those of others.

## **8. 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 are collected and used, please contact the Court by:

- using the contact form available here: [EUROPEAN COURT OF HUMAN RIGHTS](#) ;
- sending an email to the Council of Europe's Data Protection Officer ([dpo@coe.int](mailto: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 email to [datacommissioner@coe.int](mailto:datacommissioner@coe.int).