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## 1. Disclaimer

### 1.1 General considerations

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Content pages are either "European" in nature or "Member State" pages, where each EU Member State (through its various authorities) is responsible for the content and the links on its own pages. This information is:

of a general nature only and is not intended to address the specific circumstances of any particular individual or entity;

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sometimes linked to external sites over which the Commission services have no control and for which the Commission assumes no responsibility;

not professional or legal advice (if you need specific advice, you should always consult a suitably qualified professional).

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### 1.3 Aspects related to interactive services

For all interactive services the following terms and conditions apply:

By using these services you agree to use these exclusively for their intended purpose. You shall not use the services, or any personal data returned by the services, for any other intent or purpose, and in particular such data shall not be used in relation to carrying out commercial, marketing or advertising activities.

You are not allowed to copy in bulk in an automated fashion (harvest), and/or distribute the data received through the provided services via any means.

You are allowed to link to the European e-Justice Portal and its pages.

Service-specific aspects:

#### 1.3.1 Interconnection of Insolvency Registers

This service allows you to find information on insolvency proceedings in the participating Member States' national registers. There is no centralised EU insolvency register. Your request is sent to the national registers and the reply is sent back within a few seconds. For the time being the service is provided on a "best effort" basis.

#### 1.3.2 Find a Lawyer

"Find a lawyer" is a service provided to the general public by the European Commission and the participating national bar associations and law societies.

#### 1.3.3 Find a Notary

"Find a Notary" is a service provided to the general public by the European Commission, the Council of Notariats of the European Union (CNUE), and other participating national chambers of notariats.

#### 1.3.4 ECLI

The ECLI search interface is a service provided to the general public by the European Commission in cooperation with the participating case law providers. The Commission has made this service available to facilitate access to justice in a cross-border context by allowing EU citizens and legal practitioners to easily locate case law featuring an ECLI identifier.

#### 1.3.5 Competent court/authority search

The competent court/authority search interface is a service provided to the general public by the European Commission in cooperation with the participating national judicial authorities or other competent bodies. The Commission has made this service available to facilitate access to justice in a cross-border context by allowing EU citizens and legal practitioners to easily locate the competent national court. Please note that although every effort has been made to ascertain the accuracy of the results, there may be some exceptional cases concerning the determination of competence that are not necessarily covered.

### **1.3.6 Electronic submission of claims (e-CODEX)**

The electronic submission of your claim using e-CODEX technology (European Order for Payment, European Small claims) is provided through the interconnection of a large number of IT systems operated both by the European Commission and by the national administrations. Your claim may exceptionally fail to reach the designated court. Proof of transmission (or of transmission failure) will be provided to you to the extent possible, but please be advised that in some Member States this proof is limited to delivery of your claim to the central national IT system established for this purpose. It will not always be possible to produce proof of delivery to the intended court.

All notifications concerning proof of transmission or receipt of court replies will be sent to the email address associated with the European Commission's user authentication service (EU Login) account that you logged in with.

The European Commission cannot be held liable for failure of delivery of your claim or for failure of producing evidence of its transmission (or of its transmission failure). Equally, the Commission cannot be held liable for failure of delivering communication related to your claim from the court back to you or notifying you of receipt of such communication.

Unless you request its deletion, your communication with and from the court will - except for circumstances of force majeure - remain available for your consultation in the European e-Justice Portal for a period of at least one year. You are advised to save your own copy of all communication you wish to access beyond this period. The European Commission cannot be held liable for any damages you may suffer due to the temporary or permanent unavailability of the communication between you and the court or for failing to notify you in advance of this communication being deleted.

### **1.3.7 Electronic signature**

Claims submitted electronically (e-CODEX) have to be signed electronically before they can be sent via the European e-Justice Portal. The Portal provides a tool to assist you in this process, but does not impose the use of this tool: you have the possibility to sign your claim electronically using your own means and upload it to the Portal. The European Commission cannot be held liable for any damages you may suffer following a refusal, by the court or any other party, of an electronic signature created with the tool provided by the European e-Justice Portal.

### **1.3.8 Find a company/ Interconnection of business registers**

This service allows you to look for and get information about companies registered in business registers in the EU, Iceland, Liechtenstein or Norway. It is part of the Business Registers Interconnection System (BRIS), set up in line with EU law. The system connects the national business registers which make available the company information.

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## **2. Privacy statement**

### **2.1. The objective of the European e-Justice Portal**

The European e-Justice Portal is conceived as a "one-stop (electronic) shop" for information on European justice and access to European judicial procedures. The Portal is targeted at citizens, businesses, legal practitioners and the judiciary. Citizens shall enjoy the same access to justice in other Member States as they would in their own and the European e-Justice Portal contributes in a practical way to the removal of barriers, such as providing information in 23 languages and a wealth of links to relevant websites and documents.

Although the responsibility for the Portal's content and its management is a responsibility shared between the European Commission and the individual European Union Member States, the data controller for the European e-Justice Portal is the European Commission.

### **2.2. What is the applicable law?**

All processing operations on personal data linked to the organisation and management of the European e-Justice Portal within the responsibility of the European Commission are governed by Regulation 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC and by Commission Decision 2014/333/EU on the protection of personal data in the European e-Justice Portal.

### **2.3. Which data are processed by the Commission in the European e-Justice Portal?**

Individual names and e-mail addresses of page and web link owners are processed by the Portal. In addition, some information for competent courts/entities provided by Member States may contain personal data (name, email address, phone number) in cases where physical persons have been defined as contact points. All such data is stored in a database hosted at the European Commission Data Centre in Luxembourg.

We use a transient mechanism which fetches (but does not store) personal data from EU Login, the European Commission's authentication service. For registration purposes personal data such as name, surname and e-mail address are collected and processed by EU Login. A separate detailed privacy statement explains the nature of processing of personal data by EU Login. For further information, please see

<https://webgate.ec.europa.eu/cas/privacyStatement.html>.

Personal data are also processed in the European e-Justice Portal for the purpose of providing access to interconnected national databases, such as Find a Lawyer, Find a Notary, the Interconnection of Insolvency registers (IRI), the European Case Law Identifier (ECLI) search engine, Find a company (part of the Business Registers Interconnection system (BRIS)), the Land Registers Interconnection system (LRI), dynamic forms, and electronic submission of claims (e-CODEX). In this regard:

data on lawyers is derived from the registers of the participating bar associations and law societies;

data on notaries is derived from the registers of the participating national chambers of notariats as provided by the CNUE and other competent bodies;

data in IRI is derived from the national insolvency or business registers;

personal data part of judicial decisions processed in the context of ECLI are supplied by judicial and other competent bodies;

dynamic forms process personal data supplied by end users (e.g. name, address, phone number, bank account, etc.);

data processed in the context e-CODEX is derived from the communications of the users with the national courts. In addition there is technical data used to identify participants in the system, which in some cases can contain personal information, such as email address or EU Login (European Commission user authentication system) ID;

data processed in the context of Find a company is used to identify participants in the system, which in some cases can contain personal information, such as email address or EU Login ID. Furthermore, Find a company connects to the European Central Platform, also part of BRIS, which is developed and administered by the European Commission. Through the European Central Platform, Find a company gathers company data. Such company data may

contain personal data, and for example the following: name, date of birth, mail address, e-mail address, and phone numbers of the persons that represent a company in dealings with third parties and in legal proceedings, or that take part in the administration, supervision or control of the company. Such data is derived from the business registers of the participating countries;

data processed in the context of LRI is used to identify participants in the system, which in some cases can contain personal information, such as email address or EU Login ID.

#### **2.4. What is the purpose of processing data?**

The Portal collects personal data with the purpose of contacting page and web link owners. The purpose of this processing is to enable e-mail notifications and management of page owners and link owners as part of the back-office system of the Portal. The Portal also retrieves personal data (through EU Login) for the following purposes: to send e-mail notifications to users who have subscribed to specific content topics or to provide them with news updates. This data is also processed in order to enable role and right management and content management.

For the Find a Lawyer, Find a Notary, Find a company, IRI and ECLI functionalities, the processing of personal data by the Commission in the Portal only takes place to provide access to interconnected national databases holding personal data. In this context, the Commission is only responsible for providing the IT infrastructure for the above mentioned Portal functionalities and has no responsibility for the content of the interconnected national databases made available through the Portal.

The Commission is also processing personal data in the Portal when this is necessary for providing interactive services allowing users to communicate directly with the appropriate authorities in another Member State.

#### **2.5. Who has access to the data?**

Personal data concerning web page or link owners is accessible by Commission staff (European Commission Directorate-General for Justice and Consumers, Unit B4) and authorised personnel in charge of system administration and technical support. Furthermore, such personal data relating to Member State pages is accessible also by Member State staff responsible for the management of the respective pages.

Also, the Commission performs continuous and appropriate security assessments as work related to the interconnection of national databases is carried out. Only publicly available information in the interconnected national databases can be accessed through the Portal. It is not possible to combine information from different interconnected national databases for different purposes through the Portal.

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

Personal data of page and link owners will be stored in a local database as long as they are relevant to the Portal and will not be kept longer than necessary. The need to continue storing this personal data is subject to a re-validation process which will be carried out once per year in the context of annual updates of the Portal's content. Effectively the retention period is therefore one year, subject to manual check and automatic renewal. In case of registered users, only personal e-mail addresses are stored. Individual names or other personal data are not retained. Data on registered users will be deleted at their request. Judicial decisions provided in the context of ECLI may contain personal data which is governed by national data protection legislation and is subject to the relevant retention periods. National data providers have the responsibility to remove case law decisions when they should no longer be accessible via the system.

Personal data included in the communication between the user and the court, in the context of electronic submission of claims (e-CODEX), is stored by a separate Commission database in encrypted form for the duration it is relevant. The user can request its deletion at any time.

Personal data included in document orders in the context of Find a company and LRI is stored until the order is removed from the Portal database.

No other personal data will be stored in the Portal database.

#### **2.7. Which security measures are in place against unauthorised access?**

Data are collected, processed and stored in a secure way. The European e-Justice Portal is protected by a number of technical measures. Stringent roles and rights management guarantees that authenticated users have only the level of access and permissions necessary. All data transactions take place over encrypted connections. Remote and physical access to the Portal's database is secured by network segmentation, firewalls and additional mechanisms provided by the Commission's data centre. Beyond access provided in the scope of its intended features, access to personal data in the European e-Justice Portal is only allowed to a restricted group of users as described above under point 2.5 "Who has access to the data?"

Personal data included in the communication between the user and the court is stored in encrypted form in a separate Commission database.

#### **2.8. Access to your personal data**

In case you want to verify which personal data is stored on your behalf by the responsible controller, have it modified, corrected or deleted, please write an e-mail message to the functional mailbox address mentioned hereafter under "Contact Information", explicitly specifying your request. Such requests will be addressed within 10 working days from the date of receipt by the data controller.

#### **2.9. Contact information**

The European e-Justice Portal is managed by the European Commission's Directorate-General for Justice and Consumers, Unit B.4. The responsible person (controller) is Cristian NICOLAU, Head of Unit.

The contact address for the European e-Justice Portal is:

European Commission

Directorate General Justice and Consumers

Unit B4 E-Justice, IT and document management

B-1049 Brussels

Belgium

[JUST-E-JUSTICE@ec.europa.eu](mailto:JUST-E-JUSTICE@ec.europa.eu)

If you want to file a complaint against any data processing act executed under the Commission's responsibility you may contact the European Data Protection Supervisor:

European Data Protection Supervisor (EDPS)

60 Rue Wiertz (MO 63)

B-1047 Brussels

Belgium

phone: +32 2 283 19 00

fax: +32 2 283 19 50

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### **3. Personal data protection rules**

The European Union is committed to user privacy. The policy on "protection of individuals with regard to the processing of personal data by the Community institutions" is based on Regulation (EC) N° 2018/1725 of the European Parliament and of the Council of 23 October 2018.

This general policy covers the European Union's family of institutional Web Sites, within the eu domain.

Although you can browse through most of these Web Sites without giving any information about yourself, in some cases, personal information is required in order to provide the e-services you request.

Web Sites that require such information treat it according to the policy described in the Regulation mentioned above and provide information about the use of your data in their specific privacy policy statements.

In this respect:

For each specific e-service, a controller determines the purposes and means of the processing of personal data and ensures conformity of the specific e-service with the privacy policy;

Within each Institution, a Data Protection Officer ensures that the provisions of the Regulation are applied and advises controllers on fulfilling their obligations (see art. 43-45 of the Regulation);

For all the Institutions, the European Data Protection Supervisor will act as an independent supervisory authority (see art. 52 to 60 of the Regulation).

The European Union's family of institutional Web Sites, within the eu domain, provides links to third party sites. Since we do not control them, we encourage you to review their privacy policies.

#### **What is an e-service?**

An e-service on EUROPA is a service or resource made available on the Internet in order to improve the communication between citizens and businesses on the one hand and the European Institutions on the other hand.

Three types of e-services are or will be offered by EUROPA:

Information services that provide citizens, media, business, administrations and other decision makers with easy and effective access to information, thus increasing transparency and understanding of the policies and activities of the EU;

Interactive communication services that allow better contacts with citizens, business, civil society and public actors thus facilitating policy consultations, and feedback mechanisms, in order to contribute to the shaping of policies, the activities and the services of the EU;

Transaction services that allow access to all basic forms of transactions with the EU, e.g. procurement, financial operations, recruitment, event enrolment, acquisition or purchase of documents etc.

#### **Information contained in a specific privacy statement.**

A specific privacy policy statement will contain the following information about the use of your data:

What information is collected, for what purpose and through which technical means the EU collects personal information exclusively to the extent necessary to fulfil a specific purpose. The information will not be re-used for an incompatible purpose;

To whom your information is disclosed. The EU will only disclose information to third parties if that is necessary for the fulfilment of the purpose(s) identified above and to the mentioned (categories of) recipients. The EU will not divulge your personal data for direct marketing purposes;

How you can access your information, verify its accuracy and, if necessary, correct it. As a data subject you also have the right to object to the processing of your personal data on legitimate compelling grounds except when it is collected in order to comply with a legal obligation, or is necessary for the performance of a contract to which you are a party, or is to be used for a purpose for which you have given your unambiguous consent;

How long your data is kept. The EU only keeps the data for the time necessary to fulfil the purpose of collection or further processing;

What are the security measures taken to safeguard your information against possible misuse or unauthorised access;

Whom to contact if you have queries or complaints.

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To check your current status and make your choice, tick the corresponding box in the text appearing below.

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#### [More about Europa Analytics](#)

#### **How do we treat e-mails you send us?**

All webpages have a "Your feedback" link, which allows you to send your comments to a specific functional mailbox. When you send such a message, the personal data provided is collected by the addressee only to the extent necessary to reply. If the management team of the mailbox is unable to answer your question, it will forward your e-mail to another service. You will be informed, via e-mail, about which service your question has been forwarded to. The website will not maintain records of any e-mail exchanges carried out using this functionality.

If you have any questions about the processing of your e-mail and related personal data, do not hesitate to include them in your message.

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