



Translation Support Department  
IATE Support & Development Team



**Title:** IATE - Interactive Terminology for Europe

**Reference:** CDT-DPO-17 IATE

**Entity of the Operational Controller:** Translation Centre for the Bodies of the European Union on behalf of the IATE partners

**Publication date:** 1 September 2022

## 1. General information

Contact details of the Data Protection Officer:

[data-protection@cdt.europa.eu](mailto:data-protection@cdt.europa.eu)

Contact details of the Data Controller:

[iate@cdt.europa.eu](mailto:iate@cdt.europa.eu)

Head of the Translation Support Department

## 2. Description of the purpose of the processing

IATE is an interinstitutional terminology database that is used for the creation, management and maintenance of EU terminology by the translation services of the EU. IATE is accessible to EU officials and public users.

The system can be used anonymously (no login required) or with login via EU Login. Users with an internal or external EU Login have an account with a user profile that defines access rights to the different features and data. These access rights are further fine-tuned by account managers at the central terminology services of the different EU institutions and bodies.

The system tracks all changes in the terminological entries with the date and user in charge of the data movement for auditing purposes. This information can be viewed by internal users in the entry audit. User preferences for specific features are also saved in the user account if selected by the user, together with favourite lists, monitoring lists and search-related criteria. This information is only visible to the concerned user and to the database administrator.

It is possible that external experts (e.g. from Member States) were quoted in the past in the database as the source of a terminological information following a specific authorisation. This practice is no longer recommended and only authoritative bodies and services should be quoted.

In the case of document processing features available for internal users, these are not subject to any personal data processing since the content of the document is not analysed or stored and data are not shared with third parties.

External users wishing to send feedback on an entry shall introduce a contact e-mail address in the dedicated feedback form, which is used exclusively for confirmation and potential clarification purposes.

- **Automatic data processing**

The audit module of the system tracks all movements (insertions, modifications, deletions) done by internal users on the terminological entries. The username and institution is displayed for internal users as part of the admin information of an entry (created by, last modification by, validated by) and in different monitoring screens accessible by central terminology coordinators. These movements can also be retrieved in user-specific statistics available to the concerned user or to managerial users if agreed



Translation Support Department  
IATE Support & Development Team



by a specific institution. User preferences for specific features are also saved in the user account if selected by the user, together with favourite lists, monitoring lists and search-related criteria. This information is only visible to the concerned user and to the database administrator.

- Manual data processing

Information on the internal users' accounts (division, working languages, role) can be updated manually via a user interface by a system administrator.

- Storage medium

Electronic. Personal data are stored in IATE user access control database and the IATE entry management database hosted in the IATE AWS Cloud, directly managed by the IATE Support & Development Team and with a secured access according to the IATE Security Plan, which ensures an adequate security level against threats to the integrity, confidentiality and availability of the IATE electronic assets.

### **3. Data subjects and data categories**

Data subjects are:

- Internal to the organisation
  - EU institutions and bodies' translators, terminologists, lawyer-linguists, experts and other interested users that are registered in the system (registered users).
  - Experts in the institutions or in Member States that were quoted as reference in internal legacy data (this practice is no longer recommended and these data are being removed from the IATE database).
- External to the organisation
  - External users that wish to benefit from specific features as guest users (user preferences, IATE download) and register with an external EU Login account.

Description of the categories of data that will be processed

- Registered internal users (translators, lawyer-linguists, terminologists, experts, administrative staff): name, first name, administrative e-mail address, institution, division, working language(s), role.
- Registered external users: name, first name, inserted e-mail address, role.
- Non-registered external users sending feedback: e-mail.

None of the data fields/categories falls under Article 10 of the Regulation.

### **4. Retention period**

IATE is a long-term linguistic resource of the language services of the European institutions and bodies; therefore, information is kept indefinitely. If a registered user leaves the institutions, its account is



Translation Support Department  
IATE Support & Development Team



disabled and displayed as such. However, the name, first name, institution, division and role is retained for audit purposes.

Documents uploaded in the document processing modules (for term recognition and term extraction) are encrypted in transit and at rest and only kept in the servers the time of their processing and deleted immediately afterwards.

Basic statistics (number of requests per institution) concerning the Term Recognition module are stored in the IATE system.

## **5. Recipients**

- Origin of the recipients of the data

Linguists, experts, authors and other interested internal users of the EU institutions and bodies.

- Categories of the data recipients

Natural or legal persons

- Who has access to which parts of the data

Internal registered users (EU staff) have read access in features linked to the audit module and user management module.

Direct access to the IATE databases is exclusive to the database administrator of the IATE Support & Development Team via secured authentication. Certain users in the central terminology services can also query the IATE databases via specific tools with secured credentials and restricted access.

## **6. Privacy statement**

Available under <https://iate.europa.eu/legal-notice>

## **7. Security measures**

Personal data is stored in IATE user access control database and the IATE entry management database hosted in the IATE AWS Cloud, directly managed by the IATE Support & Development Team and with a secured access according to the IATE Security Plan, which ensures an adequate security level against threats to the integrity, confidentiality and availability of the IATE electronic assets. More specifically, user authentication is required and enforced to access the internal part of IATE, where personal information can be visible.