

I. Processing of personal data to generate a valid Belgian digital copy of a foreign COVID vaccination certificate

Belgian regulations provide that persons holding a valid Belgian digital copy of a foreign COVID vaccination certificate can be allowed access to an event, a place or a facility. A foreign COVID vaccination certificate is a vaccination certificate issued by a country that does not belong to the European Union and whose vaccination certificates are not recognised as equivalent to an EU Digital COVID vaccination certificate.

At the request of the holder of a foreign COVID vaccination certificate, persons designated by the competent federated entity can generate a valid Belgian digital copy of this vaccination certificate through a web application. The holder can download this valid Belgian digital copy in the CovidSafeBE app. In order to be able to download this valid Belgian digital copy, the holder must enter a code which has been emailed to them at the email address they provided, as well as the last 4 digits of the mobile phone number they provided.

The detailed conditions under which a valid Belgian digital copy of a foreign COVID vaccination certificate can be generated are described in Article 1, § 1, 3°bis of the Executive Cooperation Agreement of 15 October 2021 between the Federal state, the Flemish Community, the French Community, the German-speaking Community, the Common Community Commission, the Walloon Region and the French Community Commission on the processing of data relating to the EU Digital COVID Certificate, the COVID Safe Ticket, the PLF and the processing of personal data of employees and self-employed persons residing or staying abroad and carrying out activities in Belgium.

The federated entity which designated the authorised person who generates a valid Belgian digital copy of a foreign COVID vaccination certificate agrees to protect your personal data.

The policy on the protection of persons with regard to the processing of personal data is based on regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EU, also known as the General Data Protection Regulation or GDPR.

II. For what purposes are personal data of a vaccinated person processed and retained?

Personal data are processed only in order to:

- generate a valid Belgian digital copy of a foreign COVID vaccination certificate at the explicit request of the holder of a foreign COVID vaccination certificate;
- authenticate the data subject when they want to download a valid Belgian digital copy of a foreign COVID vaccination certificate, by means of a code which was sent to them by email as well as the last 4 digits of the mobile phone number they provided.

These data are processed in accordance with the aforementioned General Data Protection Regulation.

III. Who is responsible for processing the personal data of the vaccinated person?

The data controller is the institution designated by the federated entity which designated the person who is competent for generating a valid Belgian digital copy at the request of the holder of a foreign COVID vaccination certificate and who has actually generated the valid Belgian digital copy. If you apply via this webform, the controller will be:

The Common Community Commission (hereafter: the CCC)

Rue Belliard 71/1

1040 Brussels

The following federated entities can be involved: the Flemish Community, the Walloon Region, the German-speaking Community, the Joint Community Commission.

IV. Which personal data of the vaccinated person are processed?

The following personal data of the vaccinated person are processed:

- identification details of the vaccinated person (surname, first name, date of birth);

- the indication that the data subject has been vaccinated for at least two weeks with all doses mentioned in the package leaflet of a SARS-CoV-2 vaccine as mentioned on the info-coronavirus.be website of the Federal Public Service Health, Food Chain Safety and Environment;
- the brand, batch number or name of the manufacturer or marketing authorisation holder of the administered vaccine;
- the date of full vaccination;
- the name of the country that issued the foreign vaccination certificate;
- the indication of the language of the foreign vaccination certificate or its translation;
- the fact that the foreign vaccination certificate contains a (digital) signature, a (digital) stamp or a watermark.

V. With whom are the personal data of the vaccinated person shared?

The processed data are treated confidentially. They are only used to generate a valid Belgian digital copy of a foreign vaccination certificate at the request of the data subject and to keep it available for the data subject.

The web application used to collect the requests for a Belgian digital copy of a foreign vaccination certificate is managed by the controller, the CCC, dataprotection@ccc.brussels.

The web application used to collect these data is managed by the processor Smals ASBL dpo@smals.be. No personal data are retained by Smals ASBL after the request to generate a valid Belgian digital copy is sent to and received by the processor who generates the valid Belgian digital copy.

The valid Belgian digital copy is generated and held at the disposal of the data subject by the processor Digitaal Vlaanderen dpo.digitaal@vlaanderen.be. Personal data are shared with this processor. This processor is responsible for:

- system access changes at the request of the controller;
- handling helpdesk requests;
- maintenance and support of the online service and the infrastructure that hosts it.

The controller (the CCC) may appoint its processor N-Allo to process the requests received via its web application for a Belgian digital copy of a foreign vaccination certificate.

No personal data concerning the vaccinated person will be provided to third parties who are not part of the controller or the processor Digitaal Vlaanderen or who are not covered by the aforementioned legal framework or a processing agreement. There is one exception where personal data can be provided to authorities in charge of control or inspection missions under the Belgian law, such as examining magistrates.

VI. How long will the personal data of the vaccinated person be retained?

The CCC will retain the provided personal data of persons requesting a Belgian digital copy of a foreign vaccination certificate during 14 days in order to be able to handle any possible follow-up requests. After this timeframe, all personal data will be deleted from its systems.

Only the valid Belgian digital copy of a foreign vaccination certificate will be retained by Digitaal Vlaanderen, for a period of 1 month, which is the validity period of the valid Belgian digital copy.

VII. How can a vaccinated person access their personal data, verify their accuracy and rectify them if necessary?

The holder of a valid Belgian digital copy of a foreign vaccination certificate can download this copy through the CovidSafeBE app after authenticating themselves by means of a code which was sent to them by email at the email address they provided, as well as the last 4 digits of the mobile phone number they provided. The data subject can also request to have their personal data deleted completely when no request by them is being processed.

To ensure privacy and security, the necessary steps are taken to verify the identity of the data subject before they can access their data and rectify them if necessary.

The data subject can send their request to the following email address: dataprotection@ggc.brussels.

VIII. What is done to prevent abuse or unlawful access?

The federated entity which designated the person who is authorised to generate a valid Belgian digital copy of a foreign COVID vaccination certificate has implemented a number of procedures (hardware, electronic and administrative procedures), which it reviews on a regular basis. Measures have been taken to protect the data against unauthorised access, to guarantee security and to ensure that the information collected is used correctly to carry out the desired processing.

The personal data of the vaccinated person are stored on the server of the processor, Digitaal Vlaanderen, before they are processed.

External subcontractors are legally bound by a processing contract to comply with applicable legislation relating to the protection and processing of personal data, in particular the General Data Protection Regulation.

Staff members of Digitaal Vlaanderen who have access to information that enables identification of persons are obliged to protect this information in accordance with this statement on the processing of personal data. More specifically, staff members must not use this information for any purpose other than providing the services for which it is intended.

IX. Who to contact for questions or complaints?

To access, erase (in some cases) or rectify your personal data, contact the controller, the CCC, on dataprotection@ggc.brussels.

In the event of a dispute, complaints can be addressed to the data protection officer (DPO) of the institution designated by the responsible federated entity or to the Belgian local authority in charge of the application of data protection.