

The processing of personal data by the Swedish Energy Agency

Here you can read about what personal data is, how the Swedish Energy Agency processes personal data and what rights you have.

Regulation

Rules on the processing of personal data can be found in 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/EC (General Data Protection Regulation) and in the Act (2018:218) with additional provisions to the EU Data Protection Regulation.

The purpose of the rules is to protect people against the violation of their personal integrity when personal data is processed.

What is personal data?

Personal data refers to any kind of information that can be directly or indirectly attributed to a living natural person. This means that if registered data shows directly or indirectly who the data relates to, it is personal data.

Examples of personal data can be name, address and personal identification number, but also a picture or a registration number for a particular case.

Processing personal data

The processing of personal data means, in principle, everything that can be done with the data. This may, for example, be collecting, recording, storing, merging or printing the data.

Your rights

The Swedish Energy Agency is responsible for the processing of personal data carried out as part of the Agency's activities. Personal data held by the Swedish Energy Agency is processed for different purposes depending on the activity in which the processing is carried out. Usually, personal data in the form of contact details is needed for the Swedish Energy Agency to be able to perform its tasks.

You have the right to request information about and access to personal data about you that is processed. If you wish to make such a request, contact the data protection officer.

You may also request that incorrect data about you is corrected, that data is deleted or that the processing is restricted. You may also in some cases have the right to object to the Swedish Energy Agency's processing of your personal data.

Complaints

If you believe that the Swedish Energy Agency's processing of your personal data is in breach of the General Data Protection Regulation, you can send a complaint to the Swedish Authority for Privacy Protection.

Legal grounds and purpose for processing the data

For the Swedish Energy Agency to be able to process personal data, it is a requirement that there are legal grounds and a purpose for the processing. Personal data may be processed for specific, expressly stated and legitimate purposes. This means that the Swedish Energy Agency must already know what legal grounds exist and also determine the purpose for processing the personal data before such processing begins. The personal data processed by the Swedish Energy Agency shall be adequate and relevant in relation to the purpose of the processing.

The Swedish Energy Agency may, as a general rule, not keep personal data for longer than is necessary for the purpose of the processing. Provisions on how long personal data is retained are usually determined on the basis of the provisions of the Archives Act.

Orders and applications

Personal data (name, address and e-mail) provided in connection with subscriptions, to newsletters for example, is only kept as long as you are a subscriber.

Personal data (name, address, telephone number and e-mail) provided in connection with orders for information material from our ordering service is kept as long as your account is active.

Personal data (name, address, telephone number and e-mail) provided in connection with applications for courses of study and conferences are only kept as long as necessary for administration purposes, i.e. for sending out course material and evaluation questionnaires. Where we receive payment for courses and conferences, the invoice data is kept in accordance with current accounting rules.

Instructions for processing personal data

The Swedish Energy Agency has instructions on how personal data must be processed on behalf of the Agency. Those who process data on behalf of the Agency may include, for example, employees and contractors. Such instructions must also be written by the Swedish Energy Agency for the processors that the Swedish Energy Agency uses in certain cases to process personal data.

[Further information about processing personal data may be found on the Swedish Authority for Privacy Protection's website](#)

Security measures

The Swedish Energy Agency shall take appropriate technical and organisational measures to protect the personal data being processed. The measures shall provide a level of security that is appropriate in respect of:

- how sensitive the personal data being processed is
- the specific risks associated with the processing of the personal data
- the cost of implementing the measures
- what technical possibilities exist

About social media

The Swedish Energy Agency uses social media both to disseminate information and to engage in dialogue with our target groups. Because the Swedish Energy Agency is a government authority, the contributions and comments published in the social media become public information.

Comments and contributions of an offensive or abusive nature are removed with immediate effect. Contact the Swedish Energy Agency if you wish to report offensive or abusive content.

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