

# Your privacy is threatened at work? The CNE supports you

**YOUR EMPLOYER IS LOOKING AT YOUR EMAILS? A CAMERA IS INSTALLED IN YOUR WORKPLACE? YOUR INTERNET VISITS ARE MONITORED? YOUR FUNDAMENTAL RIGHTS MUST BE RESPECTED IN YOUR COMPANY, INCLUDING YOUR RIGHT TO PRIVACY. THE CNE TELLS YOU WHAT LIMITS YOUR EMPLOYER HAS TO RESPECT.**

## **PROCESSING OF PERSONAL DATA**

Under the GDPR, your employer may "process" (store, use, make available...) your personal data when this processing is necessary for the performance of your contract (e.g. requesting a medical certificate), to fulfil a legal obligation to which the employer is subject (e.g. recording your marital status to calculate your payroll tax), to defend a legitimate interest of the employer, etc. Apart from these cases, the employer may not process your personal data without your explicit and informed consent. In principle, it may only use your data for specific, expressly described, justified and communicated purposes. It may not collect more data than necessary. You can demand that your data be corrected or deleted.

## **SOCIAL NETWORKS**

All your private exchanges are protected and cannot be monitored, regardless of the means of communication (business mobile phone, e-mail, etc.). On the other hand, all the content you post on your social networks, even if your employer is not in your contacts, is considered public. You are therefore responsible for them and your employer can hold their content against you.

## **CONTROL OF ELECTRONIC COMMUNICATIONS**

When your employer provides you with a computer and/or mobile phone to do your job, a priori he cannot control the content of your communications. He can check the global data in the company, but not identify them personally. In order to specifically examine your communications, there are three conditions: they must have a legitimate objective (purpose), they must only collect the data necessary for the monitoring (proportionality), and they must inform all the persons concerned by the monitoring as well as your representatives in the consultation bodies (transparency).

## **CAMERA IN THE WORKPLACE**

As with the monitoring of electronic communications, the installation of a camera in your workplace must comply with three conditions: there must be a legitimate objective (purpose), only as much filming as is strictly necessary to meet the objective (proportionality) and all persons affected by the camera and your representatives in the consultation bodies must be informed (transparency). Furthermore, if a camera is aimed at you personally to monitor your work, it may not film you continuously but must film temporarily.

**Need to contact us?** Call us on 067 88 91 00 on Mondays, Tuesdays and Wednesdays from 9am to 12pm and Thursdays from 1:30pm to 4:30pm.  
**Need to meet us?** Our secretariats are open on Mondays, Tuesdays and Wednesdays from 1.30 to 4.30 pm and Thursdays from 9 am to 12 pm.  
**Need to write to us?** Just one address: [cne.info@acv-csc.be](mailto:cne.info@acv-csc.be)

The content of this publication is intended for both men and women  
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