

Date

30 March 2026

Our reference

2023-302253

Contact

070 8888 500

Subject

Decision approving Controller Binding Corporate Rules of BCD Travel

The Autoriteit Persoonsgegevens,

Pursuant to the request by **BCD Travel Services B.V.**, on behalf of the group **BCD Travel Group** (hereinafter '**BCD Travel**'), received on **25 January 2016**, reference **2023-302253**, for approval of their binding corporate rules for controller;

Having regard to Articles 47, 57 and 64 of the 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 or GDPR);

Having regard to the judgment of the Court of Justice of the European Union in Data Protection Commissioner v. Facebook Ireland Ltd and Maximillian Schrems, C-311/18 of 16 July 2020;

Having regard to EDPB Recommendations 01/2020 on measures that supplement transfer tools to ensure compliance with the EU level of protection of personal data of 18 June 2021;

Having regard to EDPB Recommendations 1/2022 on the Application for Approval and on the elements and principles to be found in Controller Binding Corporate Rules (Art. 47 GDPR) of 20 June 2023 (hereinafter "the Recommendations 1/2022");

Makes the following observations:

1. Article 47(1) of the EU General Data Protection Regulation 2016/679 (GDPR), provides that the competent Supervisory Authority shall approve Binding Corporate Rules (BCRs) provided that they meet the requirements set out under this Article.
2. The implementation and adoption of BCRs by a group of undertakings is intended to provide guarantees to controllers and processors established in the EU as to the

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protection of personal data that apply uniformly in all third countries and, consequently, independently of the level of protection guaranteed in each third country.

3. Before carrying out any transfer of personal data on the basis of the BCRs to one of the members of the group, it is the responsibility of any data exporter in a Member State, if needed with the help of the data importer, to assess whether the level of protection required by EU law is respected in the third country of destination in the case of the specific data transfer, including onward transfer situations. This assessment has to be conducted in order to determine whether any legislation or practices of the third country applicable to the to-be-transferred data may impinge on the data importer's and/or the data exporter's ability to comply with their commitments taken in the BCR, taking into account the circumstances surrounding the transfer. In case of such possible impingement, the data exporter in a Member State, if needed with the help of the data importer, should assess whether it can provide supplementary measures in order to exclude such impingement and therefore to nevertheless ensure, for the envisaged transfer at hand, an essentially equivalent level of protection as provided in the EU. Deploying such supplementary measures is the responsibility of the data exporter and remains its responsibility even after approval of the BCRs by the competent Supervisory Authority and as such, they are not assessed by the competent Supervisory Authority as part of the approval process of the BCRs.
4. In any case, where the data exporter in a Member State is not able to implement supplementary measures necessary to ensure an essentially equivalent level of protection as provided in the EU, personal data cannot be lawfully transferred to a third country under these BCRs. In the same vein, where the data exporter is made aware of any changes in the relevant third country legislation that undermine the level of data protection required by EU law, the data exporter is required to suspend or end the transfer of personal data at stake to the concerned third countries.
5. In accordance with the cooperation procedure as set out in the Working Document WP263 rev01,¹ the Controller BCRs application of **BCD Travel** was reviewed by the Autoriteit Persoonsgegevens as the competent supervisory authority for the BCRs (BCR Lead) and by two Supervisory Authorities (SA) acting as co-reviewers, *in this case the Luxembourgian and Irish SAs*. The application was also reviewed by the concerned SAs to which the BCRs were communicated as part of the cooperation procedure.
6. The review concluded that the Controller BCRs of **BCD Travel** comply with the requirements set out by Article 47(1) of the GDPR as well as the Recommendations 1/2022 and in particular that the aforementioned BCRs:

¹ Endorsed by the EDPB on 25 May 2018.

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- i) Are legally binding and contain a clear duty for each participating member of the Group including their employees to respect the BCRs by entering in an Intra-Group Agreement (*Section 5 of the application form*);
- ii) Expressly confer enforceable third-party beneficiary rights to data subjects with regard to the processing of their personal data as part of the BCRs (*Section 9.2 of the BCRs*);
- iii) Fulfil the requirements laid down in Article 47(2) of the GDPR:
 - a) The structure and contact details of the group of undertakings and each of its members are described in the Application form of the Recommendations 1/2022 that was provided as part of the file review in *Section 5 of the application form*;
 - b) the data transfers or set of transfers, including the categories of personal data, the type of processing and its purposes, the type of data subjects affected and the identification of the third country or countries in question are specified in *Schedules 1 and 3, annexed to the BCRs*;
 - c) the legally binding nature, both internally and externally, of the Controller BCRs is recognized in *Section 3 of the BCRs*;
 - d) the application of the general data protection principles, in particular purpose limitation, data minimisation, limited storage periods, data quality, data protection by design and by default, legal basis for processing, processing of special categories of personal data, measures to ensure data security, and the requirements in respect of onward transfers to bodies not bound by the binding corporate rules are detailed in *Section 4 of the BCRs*;
 - e) the rights of data subjects in regard to processing and the means to exercise those rights, including the right not to be subject to decisions based solely on automated processing, including profiling in accordance with Article 22 of the GDPR, the right to lodge a complaint with the competent supervisory authority and before the competent courts of the Member States in accordance with Article 79 of the GDPR, and to obtain redress and, where appropriate, compensation for a breach of the binding corporate rules which are set forth in *Section 8 of the BCRs*;
 - f) the acceptance by the controller or processor established on the territory of a Member State of its liability for any breaches of the binding corporate rules by any member concerned not established in the Union as well as the exemption from that liability, in whole or in part, only if the concerned party proves that that member is not responsible for the event giving rise to the damage are specified in *Section 9.3 of the BCRs*;

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- g) how the information on the binding corporate rules, in particular on the provisions referred to in points (d), (e) and (f) of Article 47.2 of the GDPR are provided to the data subjects in addition to Articles 13 and 14 of the GDPR, is specified in *Section 8.1 of the BCRs*;
- h) the tasks of any data protection officer designated in accordance with Article 37 of the GDPR or any other person or entity in charge of monitoring the compliance with the binding corporate rules within the group of undertakings, or group of enterprises engaged in a joint economic activity, as well as monitoring training and complaint-handling are detailed in *Section 6 of the BCRs and Schedule 2, annexed to the BCRs*;
- i) the complaint procedures are specified in *Section 9.1 of the BCRs*;
- j) the mechanisms put in place within the group of undertakings for ensuring the monitoring of compliance with the binding corporate rules are detailed in *Section 13 of the BCRs*. Such mechanisms include data protection audits and methods for ensuring corrective actions to protect the rights of the data subject. The results of such monitoring are communicated to the person or the entity referred to in point (h) above and to the board of the controlling undertaking of the group of undertakings (in this situation to **BCD Travel Services B.V.**, as well as to the data privacy organization) and are available upon request to the competent supervisory authority;
- k) the mechanisms for reporting and recording changes to the rules and reporting those changes to the supervisory authorities are specified in *Section 16 of the BCRs*;
- l) the cooperation mechanism put in place with the supervisory authority to ensure compliance by any member of the group of undertakings is specified in *Section 12 of the BCRs*. The obligation to make available to the supervisory authority the results of the monitoring of the measures referred to in point (j) above is specified in *Section 12 of the BCRs*;
- m) the mechanisms for reporting, upon request, to the competent supervisory authority any legal requirements to which a member of the group of undertakings is subject in a third country which are likely to have a substantial adverse effect on the guarantees provided by the binding corporate rules are described in *Section 3.3 of the BCRs*;
- n) finally, provide for an appropriate data protection training to personnel having permanent or regular access to personal data (*Section 5 of the BCRs*).

7. The EDPB provided its **Opinion 7/2026** in accordance with Article 64(1)(f) of the GDPR.



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DECIDES AS FOLLOWING:

1. The Autoriteit Persoonsgegevens approves the Controller BCRs of **BCD Travel** as providing appropriate safeguards for the transfer of personal data in accordance with Article 46(1) and (2) (b) and Article 47(1) and (2) GDPR. For the avoidance of doubt, the Autoriteit Persoonsgegevens recalls that the approval of BCRs does not entail the approval of specific transfers of personal data to be carried out on the basis of the BCRs. Accordingly, the approval of BCRs may not be construed as the approval of transfers to third countries included in the BCRs for which an essentially equivalent level of protection to that guaranteed within the EU cannot be ensured.
2. The approved BCRs will not require any specific authorization from the concerned SAs.
3. In accordance with Article 58(2)(j) GDPR, each concerned SA maintains the power to order the suspension of data flows to a recipient in a third country or to an international organization whenever the appropriate safeguards envisaged by the Controller BCRs of **BCD Travel** are not respected.
4. **Annex 1** forms an integral part of this decision and shall be considered a binding appendix thereto.
5. **Annex 2** contains the Controller BCRs which are approved by this decision, and forms an integral part of this decision.

The Hague, 30-03-2026
Yours sincerely,

Autoriteit Persoonsgegevens

Chair



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Legal remedy

If you do not agree with this decision, you can submit a notice of objection.² The notice of objection must be signed and dated, include the name and address of the (legal) person submitting it and should entail a description of the decision against which the objection is being lodged and the grounds on which it is based. The notice of objection must be received by the Autoriteit Persoonsgegevens within six weeks after this decision is taken. Please address the notice to the Autoriteit Persoonsgegevens and submit the notice via PO Box 93374, 2509 AJ The Hague, The Netherlands.³

It is also possible to submit a notice of objection via our web form on the website, see <https://www.autoriteitpersoonsgegevens.nl/over-de-autoriteit-persoonsgegevens/bezwaar-maken>.

Please note that submitting a notice of objection will not automatically suspend the effect of this decision.

² The Dutch General Administrative Law Act ("Algemene wet bestuursrecht") applies to this procedure.

³ Article 6:7 in conjunction with article 6:8 (1) of the Dutch General Administrative Law Act.



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ANNEX 1 TO THE DECISION

The Controller BCRs of **BCD Travel** that are hereby approved cover the following:

a. Scope.

Section 3 of the BCRs:

3.1: General Scope

These BCR protect the right to privacy of all Clients, Travellers, Business Partners, and Employees concerning the Processing of their Personal Data within the BCD Travel Group. The BCR apply to all transfers and Onward Transfers to Members established outside the EEA of Personal Data that is or has been subject to Applicable EEA Data Protection Laws. They aim to provide consistent, adequate, and global binding rules on the Processing and transferring of Personal Data within the BCD Travel Group. These BCR cover the Processing of the categories of Personal Data for the purposes as specified in Schedule 1. Given the global nature of BCD Travel's business, personal data is transferred at a global scale, including to countries in the EEA, Africa, the Middle East, Asia, North America, South America, and Oceania.

To the extent that previous BCD Travel Group data protection policies have the same scope, these BCR prevail.

b. EEA countries from which transfers are to be made:

Belgium, Czech Republic, Denmark, Finland, France, Germany, Ireland, Luxembourg, the Netherlands, Norway, Poland, Spain, and Sweden.

c. Third countries to which transfers are to be made:

Switzerland, the United Kingdom, Australia, India, Singapore, Argentina, Brazil, Canada, Costa Rica, Mexico, and the United States of America

d. Purposes of the transfer:

The purposes are detailed in *Schedule 1, annexed to the BCRs.*

They include the following:

- *Clients and Travellers:*

- *Handling and managing bookings and travels*
- *Providing customer support*
- *Offering travel-related services (including TripSource services)*
- *Concluding and fulfilling contractual obligations with Clients, Travellers, or other Third Parties*
- *Finance and accounting*
- *Procurement*
- *Marketing, sales, and promotions*

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- *Internal management and control*
- *Legal affairs, including compliance with legal obligations and standards*
- *Legal or business consulting*
- *Preparing for or engaging in dispute resolution, including court proceedings*
- *Internal audits or investigations, including fraud investigations*
- *Implementation of business controls*
- *Internal benchmarking*
- *Analysing and improving our products and services*
- *Preparing statistics or analytics*
- *Employees:*
 - *Recruitment*
 - *Onboarding*
 - *Human resources and personnel management, including controlling and payroll services*
 - *Performance of business processes and internal management, including scheduling work, efficiency improvements, managing and using Employee directories*
 - *Health, safety, and security, including occupational safety and health, the protection of company and Employee assets, the authentication of Employee status and access rights*
 - *Organizational analysis and development and management reporting, including managing mergers, acquisitions and divestitures*
 - *Compliance with legal obligations in the field of employment and social legislation*
 - *Human resources development and training*
 - *Management reporting and analysis*
 - *Employee travel services and management*
 - *Internal audits or investigations, including fraud investigations*
 - *Internal benchmarking*
 - *Termination, offboarding, and post-employment activities*
 - *Protecting the vital interests of Employees.*
- *Business Partner Data:*
 - *Concluding and fulfilling contractual obligations with Business Partners or other Third Parties*
 - *Finance and accounting*
 - *Procurement*
 - *Marketing, sales, and promotions*
 - *Internal administration and management*
 - *Legal affairs, including compliance with legal obligations and standards*
 - *Legal or business consulting*
 - *Preparing for or engaging in dispute resolution, including court proceedings*
 - *Internal audits or investigations, including fraud investigations*
 - *Implementation of business controls*
 - *Preparing statistics and analytics*
 - *Internal benchmarking*
 - *Product and service improvement*



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e. Categories of data subjects concerned by the transfer:

- *Clients and Travellers:*
 - *Clients means the corporate clients with whom an entity within the BCD Travel Group has entered into an agreement, as a result of which BCD Travel Group has to fulfil contractual obligations concerning the provision of business travel services. The definition includes all personnel working for the corporate clients, including Travellers.*
 - *Traveller means the individual using the services as an end-user as offered by the BCD Travel Group or a Member.*
- *Employees*
 - *Employee means any person who works part-time or full-time under a contract of employment (excluding self-employment), whether oral or written, express or implied, for a Member insofar as the Personal Data of that person is or has been subject to Applicable EEA Data Protection Laws.*
- *Business Partners*
 - *Business Partners means a supplier of BCD Travel acting either as a Controller or as a Processor.*

Those categories are specified in Section 2 of the BCRs and Schedule 1, annexed to the BCRs.

f. Categories of personal data transferred:

Client and Traveller Data:

- *Names and contact information: work and home/mobile phone, fax, email, and address, name and information of travel arranger and emergency contacts*
- *Traveler preferences and trip/meeting details: routings, class of service, seat preferences, frequent flyer data, meal preferences, hotel/rail/car and other ground transportation membership data and preferences, special accommodation requests, other personal data voluntarily supplied by you via your profiles, surveys, or other requests)*
- *Travel documentation: passport/visa/national ID/driver's license number, TSA number, citizenship, nationality, date of birth, gender)*
- *Payment data: corporate/personal credit cards and bank information*
- *Login credentials, account information, user IDs, employee IDs, IP addresses, and browsing information*
- *Company identifiers: department, division, cost center*
- *Communications: correspondence and other communications with Clients and Travellers*
- *Special categories of data, such as disability information or dietary preferences, are only processed if provided by the Client or the Traveller as necessary for the travel-related services and where BCD Travel Group has a legal basis to Process such data as explained in Section 7 of the BCR.*

Employee Data:



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- *Identifiers and contact information: name, date of birth, address, country of residence, phone number, email address or account password, picture, social security number, tax registration number*
- *Professional information: current and former roles, industry, professional licenses, work experience, employment history, and other qualifications*
- *Characteristics: sex, race, gender, nationality, age*
- *Application records: contact details, application letters, CVs, references, diplomas, certificates of good conduct, job interview notes, assessment and psychological test results), correspondence with job applicant and verification of references, background checks*
- *Employment records: start date, job title, employee number, employment contract, dismissal and severance pay records, pensions/retirement/benefit records, employee training records, appraisal and disciplinary records, copy ID, Visa/permits, HR planning records, employee performance records, communications, travel records, dependants and beneficiary records*
- *Medical or health insurance information: insurance policy number and claims information, sick pay information, absence records,*
- *Financial information: banking details for providing payroll, reimbursing expenses, or administering other benefits, salary records, payroll records, pay slips, records of overtime and overtime compensation, bonuses, other benefits, commissions and expenses, salary analysis and review, additions/deductions to or from salary, payroll tax statements, tax and social security records, maternity and paternity pay records and requests from employees to apply a wage withholding tax discount*
- *Identifiers of beneficiaries: name, date of birth, address, country of residence, phone number, and other personal information necessary to administer benefits to beneficiaries*
- *IT related data: CCTV recordings, data relating to IT usage, browsing information, personal data in network systems, computer systems, communications equipment used by employees, monitoring data, and building access control data*
- *Claims and litigation data: unemployment claims, occupational health and safety claims, litigation documents and information*
- *Communications: correspondence and other communications with employees and job applicants*
- *Employee data is collected by Members as a Controller when the Employee applies for a job or is employed with that Member. The BCD Travel Group will Process Employee data, including Special categories of data, where it has a legal basis to do so as explained in Section 7 of the BCR. In certain countries, a Member may be subject to local Works Council agreements which set out additional obligations for the Processing of Employee data.*

Business Partner Data

- *Identifiers and contact information: name, address, phone number, email address, job title, department*
- *Verification information: information needed for due diligence, screening, and contract management, including company registration documents, shareholder information, tax information, contracts, signatures, and other corporate information*
- *Financial data: bank details, bank account number, bills and invoices, VAT number, tax ID number, purchase orders, and other financial information needed for financial or tax purposes*



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- *Communications: correspondence and other communications with business partners and their employees*
- *BCD Travel Group does not process special categories of data of Business Partners*

Those categories are specified in *Schedule 1, annexed to the BCRs*.



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ANNEX 2 TO THE DECISION

Copy of the Controller BCRs of **BCD Travel**.