

**REGISTER NUMBER: 419**

**NOTIFICATION FOR PRIOR CHECKING**

Date of submission: 29/09/2008

Case number: 2008-578

Institution: European Parliament

Legal basis: article 27-5 of the regulation CE 45/2001<sup>(1)</sup>

*(1) OJ L 8, 12.01.2001*

**INFORMATION TO BE GIVEN<sup>(2)</sup>**

*(2) Please attach all necessary backup documents*

1/ Name and address of the controller

**Juan-Carlos JIMENEZ MARIN - ATR - 09K061 - Tel: 46427 - juan-carlos.jimenezmarin@europarl.europa.eu**

2/ Organisational parts of the institution or body entrusted with the processing of personal data

**DG INTE**

3/ Name of the processing

**Ad hoc Evaluation of Interpreters**

4/ Purpose or purposes of the processing

**Ensuring the quality of interpretation in meetings organised by/for the European Parliament**

5/ Description of the category or categories of data subjects

**Interpreters may be officials or other staff, or aci (freelance) interpreters**

6/ Description of the data or categories of data (*including, if applicable, special categories of data (article 10) and/or origin of data*)

**Data being used to evaluate personal aspects of data subject (ability, efficiency, reliability or conduct), other categories of data in the form of personal identification numbers, concerning the data subject's recruitment career and concerning languages used by the interpreter.**

7/ Information to be given to data subjects

**Evaluation is carried out over a certain period. The interpreter is informed at the start of the period that the evaluation will take place at some point, but is not advised of the exact date or time. An overall summary is prepared for a discussion with the relevant Head of Unit. This may be contested by the interpreter on this occasion. The interpreters have been informed of this procedure by their respective heads of unit in meetings, by Mr Jiménez Marín in a meeting with the Delegation of Interpreters and in an assembly of all the aci (freelance) interpreters; moreover an official statement has been published on EpiWeb (DG INTE site with link to the official form to be used for the checks), last update 20/08/2007.**

8/ Procedures to grant rights of data subjects (*rights of access, to rectify, to block, to erase, to object*)

**In general, implementing rules relating to Regulation (EC) No 45/2001 contained in the Bureau decision of 22 June 2005 provide for the right of data subjects in Articles 8 - 13. Specifically for this operation, the summary of the evaluation is disclosed to the interpreter who may contest it (see point 7 above).**

9/ Automated / Manual processing operation

**Manual**

10/ Storage media of data

**Paper-based**

11/ Legal basis and lawfulness of the processing operation

**Rules of procedure of European Parliament: Rule 138 (languages); code of conduct on multilingualism (Bureau decision of 19 April 2004)**

12/ The recipients or categories of recipient to whom the data might be disclosed

**The evaluation is disclosed to the relevant Head of Unit and may be disclosed to the Groupe Interinstitutionnel de Suivi de la Qualité (GIQ)**

13/ retention policy of (categories of) personal data

**Records retained for two years**

13 a/ time limits for blocking and erasure of the different categories of data  
(on justified legitimate request from the data subject)  
(Please, specify the time limits for every category, if applicable)

**Data are destroyed after two years, unless referred to IQG**

14/ Historical, statistical or scientific purposes

*If you store data for longer periods than mentioned above, please specify, if applicable, why the data must be kept under a form which permits identification,*

**None**

15/ Proposed transfers of data to third countries or international organisations

**None**

16/ The processing operation presents specific risk which justifies prior checking (*please describe*):

AS FORESEEN IN:

Article 27.2.(a)

Processing of data relating to health and to suspected offences, offences, criminal convictions or security measures,

Article 27.2.(b) ✓

Processing operations intended to evaluate personal aspects relating to the data subject,

**Yes**

Article 27.2.(c)

Processing operations allowing linkages not provided for pursuant to national or Community legislation between data processed for different purposes,

Article 27.2.(d)

Processing operations for the purpose of excluding individuals from a right, benefit or contract,

Other (general concept in Article 27.1)

17/ Comments

PLACE AND DATE: Luxembourg, 29 September 2008

DATA PROTECTION OFFICER: Jonathan Steele

INSTITUTION OR BODY: European Parliament