

(To be filled out in the EDPS' office)
REGISTER NUMBER: 1324

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NOTIFICATION FOR PRIOR CHECKING

DATE OF SUBMISSION: 21/08/2015

CASE NUMBER: 2015-0686

INSTITUTION: EIOPA

LEGAL BASIS: ARTICLE 27-5 OF THE REGULATION CE N° 45/2001⁽¹⁾

INFORMATION TO BE GIVEN²

1/ NAME AND ADDRESS OF THE CONTROLLER

Peter Braumüller, Alternate of the Chair of EIOPA's Board of Supervisors
EIOPA - European Insurance and Occupational Pensions Authority
Westhafenplatz 1
Westhafen Tower 14 floor
D - 60327 Frankfurt am Main

2/ ORGANISATIONAL PARTS OF THE INSTITUTION OR BODY ENTRUSTED WITH THE PROCESSING OF PERSONAL DATA

HR Department

3/ NAME OF THE PROCESSING

Election of Selection Committee of the open selection procedure for the position of EIOPA's Executive Director

4/ PURPOSE OR PURPOSES OF THE PROCESSING

To organise and manage the election procedure of the Selection Committee for the open selection procedure of EIOPA's Executive Director in accordance with articles 51(2) of EIOPA's founding Regulation 1094/2010 and the publication of the name and first name of the elected members on EIOPA's website.

¹ OJ L 8, 12.01.2001.

² **Please attach all necessary backup documents**

5/ DESCRIPTION OF THE CATEGORY OR CATEGORIES OF DATA SUBJECTS

Candidates of national authorities sending their expression of interest for a membership
The member nominated by the European Commission

6/ DESCRIPTION OF THE DATA OR CATEGORIES OF DATA

(including, if applicable, special categories of data (Article 10) and/or origin of data)

(No special format)

Basic personal data (name, first name, sex, date and place of birth, nationality, place of residence (address), telephone, e-mail)

Work experience

Education

Language skills

Letter of motivation

7/ INFORMATION TO BE GIVEN TO DATA SUBJECTS

The data subjects have been informed about the selection procedure and have received the privacy statement for this processing.

The data subjects have been invited to confirm their agreement of the publication of their name and first names on EIOPA website, if they're elected.

8/ PROCEDURES TO GRANT RIGHTS OF DATA SUBJECTS

(Rights of access, to rectify, to block, to erase, to object)

In general, EIOPA's Implementing Rules on Data Protection lay down the detailed rules pursuant to which a data subject may exercise his or her rights, the procedure for notifying a processing operation and the procedure for obtaining access to the register of processing operations kept by the Data Protection Officer.

In particular, the privacy statement includes the email of the human resources sector of EIOPA and of its DPO.

9/ AUTOMATED / MANUAL PROCESSING OPERATION

Full automated operation:

Expression of interests should be submitted by email to a special dedicated email address with limited access rights.

Data are saved electronically on the main EIOPA server and Outlook-folders with restricted access rights.

10/ STORAGE MEDIA OF DATA

Data are stored electronically (EIOPA server and Outlook-folders) with strict limited access rights.

11/ LEGAL BASIS AND LAWFULNESS OF THE PROCESSING OPERATION

European Parliament and Council Regulation no. 1094/2010 of 24 November 2010 establishing the European Insurance and Occupational Authority (EIOPA), Article 51

Note concerning the open selection procedure for the appointment of the Executive Director

12/ THE RECIPIENTS OR CATEGORIES OF RECIPIENT TO WHOM THE DATA MIGHT BE DISCLOSED

- EIOPA's HR-team (all data);
- EIOPA's Legal-team (all data);
- EIOPA's Alternate Chairperson (all data);
- -Board of Supervisors: CV and motivation letter of eligible candidates;
- EIOPA public website: Name and first name of the members of the Selection Committee

13/ RETENTION POLICY OF (CATEGORIES OF) PERSONAL DATA

The data are stored electronically and kept for a period of five years after the nomination of the Executive Director.

The public information on EIOPA's website is deleted after the appointment of EIOPA's Executive Director.

In case of a legal challenge, the date for the electronic stored data shall be extended until two years after completion of all relevant proceedings.

13 A/ TIME LIMIT TO BLOCK/ERASE ON JUSTIFIED LEGITIMATE REQUEST FROM THE DATA SUBJECTS
(Please, specify the time limits for every category, if applicable)

According to EIOPA's Implementing Rules, Article 12: If the ground for the request of blocking data is the inaccuracy of the data, as referred in paragraph 41, a), the Data Controller shall immediately block the data for the period necessary for verifying the accuracy and completeness of the data. A data subject who has requested and obtained the blocking of data shall be informed thereof by the Data Controller. He or she shall also be informed of the fact that data are to be unblocked at least 15 working days before they are unblocked. The Data Controller shall take a decision as soon as possible and at the latest within 15 working days of receiving a request for data to be blocked. If the request is accepted, it shall be acted upon within 30 working days and the data subject notified thereof. Should the request for blocking be rejected, the Data Controller shall have 15 working days within which to inform the data subject by means of a letter stating the grounds for the rejection. In automated filing systems, blocking shall be ensured by technical means. The fact

that personal data are blocked shall be indicated in the system in such a way as to make it clear that the data may not be used. Personal data blocked pursuant to this Article shall, with the exception of their storage, only be processed for purposes of proof, or with the consent of the data subject or for the purpose of protecting the rights of third parties.

According to EIOPA's Implementing Rules, Article 13: The data subject shall have the right to obtain from the Data Controller the erasure of data if the processing thereof is unlawful. If the request is accepted, it shall be acted upon immediately. If the Data Controller deems the request unjustified, he or she shall have 15 working days within which to inform the data subject by means of a letter stating the grounds for the decision.

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)

Not applicable

15/ PROPOSED TRANSFERS OF DATA TO THIRD COUNTRIES OR INTERNATIONAL ORGANISATIONS

Not applicable

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,)

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

The election procedure for the Selection Committee has been adopted on 29 June 2015 with the adoption of the open selection procedure for EIOPA's Executive Director.

The call for expression of interests has been launched on 9 July 2015 with (extended) deadline of 7 September 2015.

The election will take place on 29 September 2015 and the publication in the days following the election.

PLACE AND DATE: FRANKFURT, 21 AUGUST 2015

DATA PROTECTION OFFICER: CATHERINE COUCKE

INSTITUTION OR BODY: EIOPA - EUROPEAN INSURANCE AND OCCUPATIONAL PENSIONS AUTHORITY