

## EDPS record of processing activity

Record of EDPS activities processing personal data, based on Article 31 of Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC.

Nr.	Item	Description
<b>EDPS Staff Satisfaction Survey</b>		
1.	Last update of this record	<b>30/11/2018</b>
2.	Reference number	<b>27</b>
3.	Name and contact details of controller	<p><a href="#">European Data Protection Supervisor (EDPS)</a>  <b>Postal address:</b> Rue Wiertz 60, B-1047 Brussels  <b>Office address:</b> Rue Montoyer 30, B-1000 Brussels  <b>Telephone:</b> +32 2 283 19 00  <b>Email:</b> <a href="mailto:edps@edps.europa.eu">edps@edps.europa.eu</a></p> <p>Responsible department or role:            HRBA UNIT</p> <p>Contact form for enquiries on processing of personal data to be preferably used:  <a href="https://edps.europa.eu/node/759">https://edps.europa.eu/node/759</a></p>
4.	Name and contact details of DPO	<a href="mailto:DPO@edps.europa.eu">DPO@edps.europa.eu</a>
5.	Name and contact details of joint controller (where applicable)	Directorate-General for Informatics (DIGIT) of the European Commission, as manager of the application EUSurvey. It can be contacted at: <a href="mailto:DIGIT-D1@ec.europa.eu">DIGIT-D1@ec.europa.eu</a>
6.	Name and contact details of processor (where applicable)	



Nr.	Item	Description
7.	Short description and purpose of the processing	<p>The EDPS launches an online survey of the views of EDPS staff to measure staff satisfaction.</p> <p>This enables the EDPS to plan actions to improve the working environment and staff satisfaction.</p> <p>This is carried out with the support of the application EUSurvey, managed by the European Commission: <a href="https://ec.europa.eu/eusurvey/home/welcome">https://ec.europa.eu/eusurvey/home/welcome</a>.</p> <p>The results of the survey are only provided in aggregated mode. Original data are deleted.</p>
8.	Description of categories of persons whose data the EDPS processes and list of data categories	<p>We process the data of the EDPS colleagues that reply to the survey on a voluntary basis. The survey is anonymous.</p> <p>Identity: EC's Authentication Service (ECAS) credentials needed. The Data Centre of the European Commission is bound to comply with Regulation (EU) 2018/1725.</p> <p>Other personal data: - grade -gender</p> <p>The email address will only be used for sending the link to participate in the said survey. It is stored by EUSurvey and is not intended for sharing with the survey owners.</p> <p>Participation to the survey is totally voluntary and for all questions, there is always a possibility to reply "no answer" or "no opinion".</p>
9.	Time limit for keeping the data	<p>The EDPS only keeps the data for the time necessary to fulfil the purpose of collection and further processing. It will be deleted once the survey is closed and the results of the survey have been aggregated and at the latest one month later.</p>
10.	Recipients of the data	<p>Only the staff carrying out the processing of the information, and dealing with EUSurvey have access to the data. This includes the survey owners and anyone having been granted access to the questionnaires, meaning usually a few staff of the HRBA Unit.</p>



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11.	Are there any transfers of personal data to third countries or international organisations? If so, to which ones and with which safeguards?	n/a
12.	General description of security measures, where possible.	<p>The data is stored in the EUSurvey IT system and securely transferred to the owner of the survey, who accesses it on a “need-to-know” basis.</p> <p>See also EUSurvey data protection notice, referred to in item 13.</p>
13.	For more information, including how to exercise your rights to access, rectification, object and data portability (where applicable), see the data protection notice:	<p>Specific data protection notices are created for each survey.</p> <p><i>EU Survey data protection notice:</i> <a href="https://ec.europa.eu/eusurvey/home/privacystatement">https://ec.europa.eu/eusurvey/home/privacystatement</a></p>

