

**Controller:** European Union Agency for the Operational Management of Large-Scale IT Systems in the Area of Freedom, Security and Justice (eu-LISA)

**Address:** Vokzalna 1, 10415 Tallinn, Estonia  
**Data Protection Officer:** [do@eu-lisa.europa.eu](mailto:do@eu-lisa.europa.eu)

**General description of activity:** Personal data is stored on eu-LISA ICT infrastructure with restricted access. Standard ICT security measures are implemented to protect this ICT infrastructure (e.g. firewalls, antivirus protection, data encryption and password). Data is backed-up regularly and security systems is kept up-to-date. eu-LISA premises are not publicly accessible and access to the personal data is restricted to authorized users requiring a log for the processing. eu-LISA contracts include data protection provisions as standard which must be complied with by contractors.

\* Data processing activities related with an activity have been finalized. The respective rows were hidden from the register.

ID	Case No.	Date Recipient	Last update	Location	Description	Purpose	Category of Data Subject	Category of Data	Data Controller	Processor	Retention Period	Recipient	International Transfer	Freezing/Consolidation Request	Options from the GDPR		
171	0002/2024	30/05/2024		Residence Support and Distributor Relations Unit	Justice and Home Affairs Agency Network Staff Exchange Programme (JHAF Staff Exchange Programme)	The Justice and Home Affairs Agency Network Staff Exchange Programme gives the opportunity to the Agency of the Network to send out their staff members, either to host from other Agencies, for a specific period of time. The purpose of the Staff Exchange Programme is the Agency's operational and other activities.	eu-LISA voluntary staff and Member States eu-LISA including Member States	General personal data, names, contact details and affiliation and details on education, experience and profession of the person	NA	NA	01.07.2024 - 31.12.2024	Assigned to eu-LISA staff members and other recipients	NA	yes			
170	001/2024	24/01/2024		Security Unit	Document reader for physical security and access control of premises of the LISA	The document reader ensures the security of the personal identification document and the identity of the holder. It is used to read the document and to verify the security of the document. The purpose of the document reader is to prevent, detect, deter, and if necessary, investigate unauthorised physical access and security incidents to ensure overall surveillance.	eu-LISA voluntary staff	Names, contact details and affiliation Personal identification numbers The general public, including visitors, correspondents, employees Image, video The information in the data respectively full name of the person, photograph, nationality and country code, sex, date and place of birth, personal identification document (ID) number, signature, address, ID type, request number	NA	GD Eudata Protection Security Group Security Service			NA				
169	004/2022	11/01/2024		Human Resources Unit	Timetable of staff working in shifts	The purpose of the processing operation is: 1. The implementation of time recording of staff members. 2. The recording of the actual hours worked by staff members, in line with Article 4(1) of the Decision of the Management Board of eu-LISA No 2022-020 of 16 November 2022 on working time and night working time of staff members working in shifts. 3. To ensure the correct working time, in line with Article 105 of the EU Decision 1030/2017 on Planning and employment in shifts. 4. The number of working hours for staff members working in shifts shall equal and at no circumstances can exceed the annual total amount of working hours per year.	eu-LISA voluntary staff	Names, contact details and affiliation Date, Type of shift, start time, time, absence, lunch break time, comments	NA	NA		Personal data to which the data subject has the right to object to further processing. Personal data is stored until the end of the staff member's activity for the Agency.	Designated eu-LISA staff member	NA			
167	001/2023	10/09/2023		Governance and Capabilities Unit	CSB Register	The CSB Register is the eu-LISA centralised register for improvements as an integral part of the planning cycle of the Agency. This tool is open to every eu-LISA staff member, who can register, report, and comment on the register.	eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	Names, contact details and affiliation eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	NA	GD Eudata Protection Security Group Security Service		The date of an active user is kept until the user becomes inactive. The date of an inactive user is kept until the user becomes inactive for an additional period of 12 months after deactivation. The personal data collected through the other sources (e.g., Sector Malware Email) shall apply the same retention period (e.g., after 12 months, the date of an inactive user shall be deleted from the tool and the documents where it was collected).	Designated eu-LISA staff member	NA			
165	001/2022	26/02/2023		Corporate Services Unit	Health and Safety accidents and incidents register	The personal data is processed to manage incidents that could occur at eu-LISA premises such as a work accident or accident and/or perform an analysis of the incident or accident in order to ensure that eu-LISA employees are protected from any further accidents. Health and safety policy and the incident register are in line with the EU Regulation No 1029/2008 on the safety and health of workers and the incident register and EU Regulation from one of the countries where eu-LISA is located (Belgium, Bulgaria, France, Germany, Greece, Ireland, Italy, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, United Kingdom).	eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	Names, contact details and affiliation Type of work accident/condition of the accident, Date of registration of the accident, Date of the accident, Time of the accident, Unlucky/fortunate/Activity, circumstances, Type of accident, Company, Site, Location of accident, Name of accident, Age, Gender, Other relevant work equipment, Date start of work, Average date of recovery, Duration of work stoppage, Investigation date, Date of entry, Type and administration.	NA	NA		The information received by email are not subject to a registration or work incident, the retention period is 1 month. The data is then deleted from the tool but after six months.	Designated eu-LISA staff member GD Eudata Protection Security Group Security Service	NA			
164	009/2022	05/07/2022		Governance and Capabilities Unit	KNOW Navigator	KNOW Navigator is used to share the KNOW Navigator tool they need to help with their own knowledge management. It is used to share and to create knowledge objects in the tool, to participate in their knowledge management, to help others and to be helped by others. It is used to create knowledge objects, among other functionalities.	eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	Names, contact details and affiliation; name, surname, email address eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	NA	NA		The date of an active user is kept until the user becomes inactive. The date of an inactive user is kept until the user becomes inactive for an additional period of 12 months after deactivation. The personal data collected through the other sources (e.g., Sector Malware Email) shall apply the same retention period (e.g., after 12 months, the date of an inactive user shall be deleted from the tool and the documents where it was collected).	Designated eu-LISA staff member	NA			
163	008/2023	24/09/2023		Test and Transition Unit	CBS System Solution Testing tools suite	The purpose of the processing operation is to manage the user accounts, to report on the user's status and performance regarding the testing campaigns and to provide access to the tests by the CBS System Solution Testing tools suite (CBS and Eudata).	eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	Names, contact details and affiliation; Complete name of user who is assigned to use the platform. eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	NA	International Business Machines Corporation (IBM) - for IBM - Security Labels to Security Agents		The retention period for user accounts, when a user is no longer active, the accounts will be reviewed and the given user account will be allocated to a different user or stay in an unassigned status.	Designated eu-LISA staff member	NA			
162	007/2023	04/09/2023		Corporate Services Unit	Remote access of ICT Services (VPN)	eu-LISA uses the data collected through the VPN event log registration system for the safe processing of emergency, troubleshooting and monitoring the systems, and keeping the log for remote access to eu-LISA IT infrastructure in accordance with the Standard on logging and monitoring of eu-LISA.	eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	NA	NA		The event log (log file) of the event, user name provided by the authentication mechanism existing in Active Directory, IP Address, Action, Action (Block Communication) are stored by the system for 1 year.	Designated eu-LISA staff member	NA			
161	006/2023	04/03/2023		Governance and Capabilities Unit	Online meetings software	The purpose of the processing is to support eu-LISA members in building up their professional and personal capabilities by making available relevant recordings that concerned internal proceedings provided to eu-LISA contractors, service, visitors, experts	eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	Names, contact details and affiliation Affiliation indicated when accessing the session (personal, contractual and not necessarily related to personal information for all participants)	NA	NA		Due to the nature of the sessions to be recorded, the recordings will be published in LISA's website as learning material with a data retention period indicated.	eu-LISA members who access the recording	NA			
159	004/2023			Security Unit	Security web server	The purpose of the processing of personal data is to grant eu-LISA users the possibility to connect to web server using various channels.	eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	First name, Last name, E-mail address, Once the person leaves the agency, the profile shall be deleted from the web server.	NA	NA		The data shall be kept during the period for which the user is actively using the web server without prejudice of eu-LISA backup policy (3 months in the primary location and 6 months in the secondary storage location of the eu-LISA).	Designated eu-LISA staff member	NA			
158	003/2023	04/09/2023		Corporate Services Unit	EdSign Service in eu-LISA	The main purpose of the processing activity is to enable the use of qualified electronic signatures in eu-LISA by the staff members, who are authorised to sign documents electronically. The data is collected for the purpose of the EdSign service, supporting the staff while using the services each time an action (signature, validation, export) is performed in the EdSign system (supported by the user from the Electronic Signature service).	eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	Names, contact details and affiliation Personal identification numbers The data is kept as long as the user benefits of the services. The data is kept as long as the user benefits of the services. The data is kept as long as the user benefits of the services. The data is kept as long as the user benefits of the services. The data is kept as long as the user benefits of the services. The data is kept as long as the user benefits of the services. The data is kept as long as the user benefits of the services.	NA	European Commission DG DGCF D3		The personal data collected through the other sources (e.g., Sector Malware Email) shall apply the same retention period (e.g., after 12 months, the date of an inactive user shall be deleted from the tool and the documents where it was collected).	Designated eu-LISA staff member	NA			
157	002/2023	16/02/2023		Human Resources Unit	Headquarter and Data Agreements and Data exchange	The purpose of the processing of personal data is to fulfil the requirements of the Article 11 of Regulation 1731/2002 on the Processing and Transfer of Personal Data of EU Institutions and to register of eu-LISA staff members and their members entitled to: 1. Specific identity card from Ministry of Foreign Affairs (MFA) in Estonia. 2. "Residence in Estonia" and/or special residence permit in France. Benefits arising from the general rules of eu-LISA staff.	eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	Names, contact details and affiliation; Name, surname, maiden name, type of function, employment start and planned end date, date and place of birth, nationality, address, marital status, information about spouse and children Personal identification numbers Image Type of function Reasons of the data subject (information about spouse and children) Name, Date and place of both Nationality Marital status Date and place of marriage Entry to France date Passport information	NA	NA		Data shall be deleted from national format 1 month after providing the data to the National Authorities. Data shall be deleted from national format 1 month after providing the data to the National Authorities. Data shall be deleted from national format 1 month after providing the data to the National Authorities. Data shall be deleted from national format 1 month after providing the data to the National Authorities. Data shall be deleted from national format 1 month after providing the data to the National Authorities. Data shall be deleted from national format 1 month after providing the data to the National Authorities. Data shall be deleted from national format 1 month after providing the data to the National Authorities.	Designated eu-LISA staff member Authorized persons at Member National Authorities in Estonia and France	NA			
156	001/2023	14/09/2023		Corporate Services Unit	External eFTP	The main purpose of the External eFTP Service is for the external contractors to have the ability to transfer large files, to purchase from third party or to report of data entities which are required to store in external base or to purchase ICT systems.	eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	First name, last name, IP Address, Surname Address (Public IP address of the account) External IP Address, Public IP address of the account, Date and time of registration of eFTP user account (date of eFTP account), Name of the file transferred, Name of the file that is submitted by the eFTP server,	NA	NA		The data is kept as long as the user benefits of the services. The data is kept as long as the user benefits of the services. The data is kept as long as the user benefits of the services. The data is kept as long as the user benefits of the services. The data is kept as long as the user benefits of the services. The data is kept as long as the user benefits of the services. The data is kept as long as the user benefits of the services.	Designated eu-LISA staff member Managed ICT Services Provider (external)	NA			
155	001/2022	30/01/2023		Security Unit	CSIRT operations and services	The objective of the Computer Security Incident Response Team (CSIRT) is to ensure incident response within the Agency's ICT infrastructure, including the support of the Agency's ICT infrastructure through providing effective guidance for response and recovery activities, and to work to prevent incidents to the Agency. To address this objective, the CSIRT services cover both the Core Business Systems and the corporate IT systems and infrastructure.	eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	Names, contact details and affiliation eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	NA	CSIRT EU		End date description: when a contractor reach has been reached and up to 1 year. End date description: when a contractor reach has been reached and up to 1 year.	Designated eu-LISA staff member	NA			
154	001/2022	30/01/2023		Security Unit	Identity and access management for the operational Core Business Systems (IAM for CBS)	The purpose of the processing activity is to ensure an appropriate level of security and manage user identities and their rights when accessing accounts to access the CBS by eu-LISA staff members and external contractors.	eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	Names, contact details and affiliation eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	NA	NA		Retention period: The retention period for the control data of eu-LISA staff members and contractors, if cases of changes of the access rights, the security Response Indicator notifies the eu-LISA Access Coordinator in order to apply the necessary changes. Once the user is offloaded, the accounts are disabled and after 6 months are manually deleted from the system. During the 6 months period, the account can be reactivated if required by the security Response Coordinator. For the third documents concerning the IAM request forms, they are being archived since the account is disabled and afterwards are being deleted upon a period of 6 months. There is also a yearly internal audit assessment in order to ensure that Data Protection requirements are met.	Designated eu-LISA staff member GD Eudata Protection Security Group Security Service	NA			
153	001/2022	29/11/2022	10/09/2024	Information Management Unit	Peer Award	The purpose of the processing of personal data is to give staff members the opportunity to show appreciation and recognize help provided by staff members to a colleague in the same sector and/or within eu-LISA.	eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	Names, contact details and affiliation eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	NA	NA		Data is stored up to 3 months after the date of voting and the award.	Designated eu-LISA staff member	NA			
152	001/2022	10/11/2022		Information Management Unit	MO Master and Vision survey	The purpose of the processing of personal data is to give staff members an opportunity to share their views on proposals of MO master vision.	eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	Names, contact details and affiliation eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	NA	GD DGCF, the Directorate General for Information of the European Commission as a member of the application EU-GOV.eu		Data from eu-LISA is stored for 4 weeks after receiving questionnaire participation and is manually deleted by the survey vendor. After completing the exercise, data from eu-LISA is transferred to eu-LISA and manually deleted after 2 years. First party consent used in Europe Register when using the domain europa.eu served by European institutions, websites and signs and is automatically removed from the user's device after 12 months.	Designated eu-LISA staff member GD Eudata Protection Security Group Security Service	NA			
151	009/2022	16/02/2022		Residence Support and Distributor Relations Unit	Speech to Text for meeting notes	The purpose of the processing activity is to capture audio from conferences organised in an unclassified meeting rooms, in order to generate transcripts of the conferences that will facilitate the drafting of meeting transcripts will be generated by using a voice recognition tool called "Speech to Text" (STT).	eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	Names, Country Audio recording Personal identification numbers The general public, including visitors, correspondents, employees Other categories of data subjects (other than the data subject) Any personal data collected or derived from the processing of the data subject's personal data are compared to the requested documents. Any other data of any individual, including in particular any individual, which is not requested and which is not necessary for the purposes of the processing of the data subject's personal data are deleted from the system.	NA	NA		3 months, unless it is necessary to comply with a statutory requirement.	Designated eu-LISA staff member	NA			
150	008/2022	11/02/2022		Corporate Services Unit	Cashbox	The purpose of the processing of personal data is to allow eu-LISA - security staff temporary and contract staff and other individuals working for eu-LISA (contractors, service, visitors, experts) to use the cashbox for the purpose of the Agency's "Procurement" and "Logistics" activities. The cashbox is used to store and manage the Agency's "Procurement" and "Logistics" activities. The cashbox is used to store and manage the Agency's "Procurement" and "Logistics" activities.	eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	Names, contact details and affiliation eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	NA	NA		Due to the nature of the processing operation, the personal data is deleted automatically by the system upon completion of the cashbox logging.	Designated eu-LISA staff member GD Eudata Protection Security Group Security Service	NA			
147	005/2022	20/02/2022		Corporate Services Department	Public Access to Documents	The purpose of the processing is to ensure the appropriate handling of requests to public access to documents under Regulation (EC) No 1049/2001.	eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	Names, contact details and affiliation eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	NA	NA		Retention period: The retention period for the control data of eu-LISA staff members and contractors, if cases of changes of the access rights, the security Response Indicator notifies the eu-LISA Access Coordinator in order to apply the necessary changes. Once the user is offloaded, the accounts are disabled and after 6 months are manually deleted from the system. During the 6 months period, the account can be reactivated if required by the security Response Coordinator. For the third documents concerning the IAM request forms, they are being archived since the account is disabled and afterwards are being deleted upon a period of 6 months. There is also a yearly internal audit assessment in order to ensure that Data Protection requirements are met.	eu-LISA may reply to an applicant requesting access to documents under Regulation No 1049/2001 resulting in any country outside the EU, upon the applicant's consent. Personal data, eu-LISA only releases personal data to applicant resulting from the EU law procedure for a specific period. Data is not stored in an international organization under Chapter 7 of Regulation (EU) 2018/125 on the rules for cases as established on a case-by-case basis. PAPD Contact Person - person appointed by a Director of the Executive Director to be part of a cross-departmental network within the Agency, coordinated by the PAPD Coordinator. They are in charge of handling public access to documents applications in their respective field under the joint instructions of their respective Director. Head of Unit and PAPD Coordinator. Head of Unit and Executive Director, Deputy Executive Director (if applicable), Head of Corporate Services Department, Head of Operations Department and Communications Department. Contracted external service providers handling specific request for public access to documents. Any other data of any individual, including in particular any individual, which is not requested and which is not necessary for the purposes of the processing of the data subject's personal data are deleted from the system. Any other data of any individual, including in particular any individual, which is not requested and which is not necessary for the purposes of the processing of the data subject's personal data are deleted from the system.	Designated eu-LISA staff member GD Eudata Protection Security Group Security Service	NA		
146	004/2022	10/08/2022		Internal Audit Capabilities	Receiving for Transparency Register of eu-LISA	The purpose of the processing activity is to ensure the appropriate handling of requests to public access to documents under Regulation (EC) No 1049/2001.	eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	Names, contact details and affiliation eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	NA	NA		Retention period: The retention period for the control data of eu-LISA staff members and contractors, if cases of changes of the access rights, the security Response Indicator notifies the eu-LISA Access Coordinator in order to apply the necessary changes. Once the user is offloaded, the accounts are disabled and after 6 months are manually deleted from the system. During the 6 months period, the account can be reactivated if required by the security Response Coordinator. For the third documents concerning the IAM request forms, they are being archived since the account is disabled and afterwards are being deleted upon a period of 6 months. There is also a yearly internal audit assessment in order to ensure that Data Protection requirements are met.	Designated eu-LISA staff member	NA			
144	002/2022	28/03/2022		Enterprise Project Management Office (EPMO)	Create and Manage Surveys	The purpose of the processing of personal data is to create and manage surveys on various topics of interest to the Agency and the Agency's staff, in order to generate transcripts of the conferences that will facilitate the drafting of meeting transcripts will be generated by using a voice recognition tool called "Speech to Text" (STT).	eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	Names, contact details and affiliation eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	NA	GD DGCF, the Directorate General for Information of the European Commission as a member of the application EU-GOV.eu		Retention period: The retention period for the control data of eu-LISA staff members and contractors, if cases of changes of the access rights, the security Response Indicator notifies the eu-LISA Access Coordinator in order to apply the necessary changes. Once the user is offloaded, the accounts are disabled and after 6 months are manually deleted from the system. During the 6 months period, the account can be reactivated if required by the security Response Coordinator. For the third documents concerning the IAM request forms, they are being archived since the account is disabled and afterwards are being deleted upon a period of 6 months. There is also a yearly internal audit assessment in order to ensure that Data Protection requirements are met.	Designated eu-LISA staff member GD Eudata Protection Security Group Security Service	NA			
143	001/2022	14/01/2022		Corporate Services Unit	Guest Wi-Fi Network	Personal data shall be processed for the following purposes: 1) To provide a Wi-Fi network to external visitors of eu-LISA offices, eu-LISA voluntary staff (other than "Procurement") and to manage the network and ensure its security, through provision of or references to resources such as helpdesk, to assist in resolving existing issues ("Security Support"); 2) To enable the registration, login and use ("Large Procurement").	eu-LISA voluntary staff Other individuals working for eu-LISA contractors, service, visitors, experts	Names, contact details and affiliation (Name and surname, e-mail address, and other information, including telephone numbers, contact details, address, marital status, information about spouse and children) Personal identification numbers The general public, including visitors, correspondents, employees	NA	NA		Personal data collected for Security Purposes shall be stored up to the expiry of the Contract. Data and content shall be deleted from the system by the date of the expiry of the Contract. Personal data collected for Legal Purposes shall be stored in the secure system until the applicable law. Personal data collected for Legal Purposes shall be stored in the secure system until the applicable law.	Designated eu-LISA staff member GD Eudata Protection Security Group Security Service	NA			



ID	Start Date	End Date	Category	Activity Name	Description	Responsible Party	Location	Access Type	Retention Period	Notes
124	08/20/2021	05/20/2022	Human Resources Unit	Self Committee call for interviews - Reserve list	Personal data is collected for the purpose of creating a reserve list of volunteers for ongoing projects in Selection Panels.	EU-USA mobility staff	NA	NA	3 years after the last use deleted	Designated as EU-USA staff members. Data Controller members: EU-USA Mobility staff. Other external parties involved in a conference.
123	08/20/2021	23/03/2021	Human Resources Unit	Expressing interest for COVID-19 Vaccination	The purpose of the processing is to facilitate the access to a COVID-19 vaccination program for EU-USA staff members. Personal data includes: name, address, telephone number, email, and other personal data. The data is collected for the purpose of providing information and support to the staff members.	EU-USA mobility staff - Other individuals working for EU-USA (consolidated, various, internal, external, etc.)	NA	NA	Retention period: 1 year after the end of the processing of the data.	Designated as EU-USA staff members. Other recipients: Authorized staff. Personal data is collected for the purpose of providing information and support to the staff members.
122	08/20/2021	16/01/2021	Corporate Services Unit	Videoconferencing tool (Cisco Meeting Server - CMS)	The purpose of the processing is to provide a videoconferencing solution to support internal and external communication. The data is collected for the purpose of providing a secure and reliable communication channel.	Designated as EU-USA staff members. Other external users involved in a conference.	NA	NA	One month after the last use. Deleted after 24 hours.	Designated as EU-USA staff members. Other recipients: Other external parties involved in a conference.
121	08/20/2021	05/03/2021	Human Resources Unit	COVID-19 Monitoring presence in EU-USA premises	The purpose of the processing is to monitor and control the temperature in EU-USA premises in order to reduce the risk of COVID-19 transmission. The data is collected for the purpose of providing a safe and healthy working environment.	EU-USA mobility staff - Other individuals working for EU-USA (consolidated, various, internal, external, etc.)	NA	NA	Retention period: 1 year after the end of the processing of the data.	Use managers of the data subject. Designated as EU-USA staff members and External services providers who have access to the respective data of the Agency's internal.
120	08/20/2021	04/03/2021	Executive Support and Stakeholder Relations Unit	Profile photos of EU-USA staff	The purpose of the processing is to create a profile of EU-USA staff members for the use of the Agency's communication and public relations. The data is collected for the purpose of providing a professional and reliable image of the Agency.	EU-USA mobility staff - Other individuals working for EU-USA (consolidated, various, internal, external, etc.)	NA	Adva Group SRL	Retention period: 5 years after the last use. Deleted after 5 years.	Use managers of the data subject. Designated as EU-USA staff members. Other recipients: External services providers who have access to the respective data of the Agency's internal.
119	08/20/2021	01/02/2021	Planning and Standards Unit	Architectural Review Board (ARB) survey	The purpose of the processing is to collect and analyze data from an ARB survey. The data is collected for the purpose of providing a professional and reliable image of the Agency.	EU-USA mobility staff	NA	CG DIGIT - The Directorate General for Information of the European Commission	Retention period: 1 year after the end of the processing of the data.	Use managers of the data subject. Designated as EU-USA staff members and EU-USA survey system and infrastructure administrators.
118	08/20/2021	29/10/2020	Human Resources Unit	Recruitment - Online Interview tool	The purpose of the processing is to manage recruitment and selection processes. The data is collected for the purpose of providing a professional and reliable image of the Agency.	EU-USA mobility staff - Other individuals working for EU-USA (consolidated, various, internal, external, etc.)	NA	Camino BV	Retention period: 1 year after the end of the processing of the data.	Designated as EU-USA staff members. Other recipients: External services providers who have access to the respective data of the Agency's internal.
117	08/20/2021	12/02/2021	Executive Support and Stakeholder Relations Unit	Meeting rooms - Meeting context	The purpose of the processing is to manage meeting rooms and provide a professional and reliable image of the Agency.	EU-USA mobility staff - Other individuals working for EU-USA (consolidated, various, internal, external, etc.)	NA	CG DIGIT - The Directorate General for Information of the European Commission	Retention period: 1 year after the end of the processing of the data.	Designated as EU-USA staff members. Other recipients: External services providers who have access to the respective data of the Agency's internal.
114	08/20/2020	16/11/2020	Government and Capabilities Unit	Industry Readiness Event	The purpose of the processing is to manage an industry readiness event. The data is collected for the purpose of providing a professional and reliable image of the Agency.	EU-USA mobility staff - Other individuals working for EU-USA (consolidated, various, internal, external, etc.)	Adva Group	EVA Media OÜ EVA Media OÜ EVA Media OÜ	Retention period: 1 year after the end of the processing of the data.	Designated as EU-USA staff members. Other recipients: External services providers who have access to the respective data of the Agency's internal.
113	08/20/2020	22/07/2020	Security Unit	Mobile Distribution	The purpose of the processing is to manage mobile distribution. The data is collected for the purpose of providing a professional and reliable image of the Agency.	EU-USA mobility staff - Other individuals working for EU-USA (consolidated, various, internal, external, etc.)	NA	NA	Retention period: 1 year after the end of the processing of the data.	None
111	08/20/2020	08/08/2020	Corporate Service Unit	Mobile Device Management	The purpose of the processing is to manage mobile device management. The data is collected for the purpose of providing a professional and reliable image of the Agency.	EU-USA mobility staff - Other individuals working for EU-USA (consolidated, various, internal, external, etc.)	NA	Mossack	Retention period: 1 year after the end of the processing of the data.	None
110	08/20/2020	29/08/2020	Government and Capabilities Unit	EU-USA Events - Call for expression of interest	The purpose of the processing is to manage a call for expression of interest. The data is collected for the purpose of providing a professional and reliable image of the Agency.	EU-USA mobility staff - Other individuals working for EU-USA (consolidated, various, internal, external, etc.)	NA	European Commission Directorate General for Information (DGIT)	Retention period: 1 year after the end of the processing of the data.	None
109	08/20/2020	25/08/2020	Executive Support and Stakeholder Relations Unit	Work & Resource Management (Formerly named 'Planner' PPM tool)	The purpose of the processing is to manage work and resource management. The data is collected for the purpose of providing a professional and reliable image of the Agency.	EU-USA mobility staff - Other individuals working for EU-USA (consolidated, various, internal, external, etc.)	NA	Bright Technology Solutions	Retention period: 1 year after the end of the processing of the data.	None
108	08/20/2020	06/04/2020	Security Unit	COVID-19 - Manual contact tracing (Formerly named 'COVID-19 health data')	The purpose of the processing is to manage COVID-19 manual contact tracing. The data is collected for the purpose of providing a professional and reliable image of the Agency.	EU-USA mobility staff - Other individuals working for EU-USA (consolidated, various, internal, external, etc.)	NA	NA	Retention period: 1 year after the end of the processing of the data.	None
107	08/20/2020	06/04/2020	Security Unit	COVID-19 - Desktop log validation (Formerly named 'COVID-19 response')	The purpose of the processing is to manage COVID-19 desktop log validation. The data is collected for the purpose of providing a professional and reliable image of the Agency.	EU-USA mobility staff - Other individuals working for EU-USA (consolidated, various, internal, external, etc.)	NA	NA	Retention period: 1 year after the end of the processing of the data.	None
106	08/20/2020	27/02/2020	Security Unit	Cyber Exercise Platform	The purpose of the processing is to manage a cyber exercise platform. The data is collected for the purpose of providing a professional and reliable image of the Agency.	EU-USA mobility staff - Other individuals working for EU-USA (consolidated, various, internal, external, etc.)	ENISA	NA	Retention period: 1 year after the end of the processing of the data.	None
104	08/20/2020	12/12/2019	Finance and Procurement Unit	Public procurement procedures	The purpose of the processing is to manage public procurement procedures. The data is collected for the purpose of providing a professional and reliable image of the Agency.	EU-USA mobility staff - Other individuals working for EU-USA (consolidated, various, internal, external, etc.)	NA	NA	Retention period: 1 year after the end of the processing of the data.	None
102	08/20/2019	23/04/2019	Human Resources Unit	Outside activity permission	The purpose of the processing is to manage outside activity permission. The data is collected for the purpose of providing a professional and reliable image of the Agency.	EU-USA mobility staff	NA	NA	Retention period: 1 year after the end of the processing of the data.	None
91	08/20/2019	06/04/2019	General Coordination Unit	EU-USA Internal Events	The purpose of the processing is to manage EU-USA internal events. The data is collected for the purpose of providing a professional and reliable image of the Agency.	EU-USA mobility staff - Other individuals working for EU-USA (consolidated, various, internal, external, etc.)	NA	Adva Group SRL Formis Bureau SRL	Retention period: 1 year after the end of the processing of the data.	None





