



European Economic and Social Committee

TEMPORARY AND CONTRACT AGENTS

The personal data provided in candidates' CVs, together with data requested by the "Recruitment, Career, Training (PER)" Unit in the course of the recruitment procedure under the Conditions of employment of other servants of the European Communities, are processed in accordance with Regulation (EC) No 45-2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data, and in particular Articles 11 and 12 thereof.

The data transmitted may only be processed by persons authorised by the Director of Human Resources and Internal Services, and exclusively for the purposes of :

- checking that applications comply with the obligations of Articles 12 (temporary staff) or 82 (contract staff) of the Conditions of employment of other servants of the European Communities,
- comparing qualifications and merits,
- drawing up the personal files required for the selection procedure.

In order to safeguard personal data against any possible misuse or unauthorised access, the digital information is recorded in a database with confidential access codes held only by the persons authorised by the Director of Human Resources and Internal Services; paper format information is locked in secured offices.

The controller of these data is Mr. Gerardus NIJBORG (Head of "PER" Unit). Under no circumstances will personal data be divulged for direct marketing purposes.

The recipients of the personal data are the officials and temporary and contract staff of the "PER" Unit. Beyond the managing unit, candidates' CVs are forwarded to the head of unit and the director of the requesting service, and to those taking part in the selection interview.

Candidates have the right of access to their personal data, including any evaluations made in the course of the recruitment procedure, and have the right to rectify any factual data that is inaccurate or incomplete.

Personal data is kept for a maximum of five years from the date on which the letter rejecting the application was sent, or for ten years in all other cases. Exceptionally, these periods may be extended for statistical purposes.

Any queries or complaints may be sent to Mr. Gerardus NIJBORG, European Economic and Social Committee, rue Belliard 99, 1040 Brussels.

For any questions regarding the application of Regulation (EC) No 45/2001, candidates may at any time have recourse in writing to the European Data Protection Supervisor (www.edps.europa.eu) or the European Economic and Social Committee's Data Protection Officer (data.protection@eesc.europa.eu).

OFFICIALS

The personal data provided in candidates' CVs, together with data requested by the "Recruitment, Career, Training ('PER')" Unit in the course of the recruitment procedure under the Staff Regulations of officials of the European Communities, are processed in accordance with Regulation (EC) No 452001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data, and in particular Articles 11 and 12 thereof.

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The data transmitted may only be processed by persons authorised by the Director of Human Resources and Internal Services, and exclusively for the purposes of :

- checking that applications comply with the obligations of Articles 27 and 28 of the Staff Regulations of officials of the European Communities,
- comparing merits in the course of recruitment interviews,
- drawing up the personal files required for the selection procedure.

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