



European Economic
and Social Committee

Record of processing activity Part 1

Name of the data
processing:

Submitting a contribution for the web section of the FRRL Group

Created on

01/06/2021

Last update

Reference number

102

Year

2021

1. Controller:

European Economic and Social Committee

2.a) Service responsible

Directorate C

2b) contact details

Group on Fundamental Rights and Rule of Law

EESC-rights-Rule-Law@eesc.europa.eu;

3. Joint controller

4. DPO: contact details

data.protection@eesc.europa.eu

5. Processor(s) (where
applicable)

6. Purpose(s) of the data
processing

The personal data is collected in the context of submitting material for the web section of the Group on Fundamental Rights and Rule of Law (FRRL Group) via an online form.

Once the personal data has been submitted, the EESC and the FRRL Group will collect, process and handle that information for the purpose of contacting the person uploading the material, or his/her organisation, in case further details concerning the uploaded material are required.

7. Description of the categories of persons whose data are processed	Persons submitting materials via the online form.
8. Description of data categories processed	The online submission form may require the following personal information: first name, last name, email address, affiliation to an organisation or company, country.
9. Time limit for retaining the data	<p>The data will be kept until a request deletion from the database is made.</p> <p>Once such a request is received the data will be deleted within 15 working days.</p>
10. Recipients of the data	The personal data will be accessible to the EESC staff on behalf of the FRRL Group, via our content management tool (Drupal) and our mailing lists management tool (Microsoft Dynamics CRM).
11. Transfers of personal data to a third country or an international organisation	No
12. General description of security measures, where possible	
13. Privacy statement	Submitting a contribution for the web section of FRRL Group
Part 2 Compliance check and risk screening	
1.a) Legal basis and reason for processing	<p>necessary for the performance of a task carried out in the public interest</p> <p><input type="checkbox"/> (a) or in the exercise of official authority vested in the Union institution or body</p> <p><input type="checkbox"/> (b) necessary for compliance with a legal obligation to which the controller is subject (see point 1b) below)</p> <p>processing is necessary for the performance of a contract to which the</p> <p><input type="checkbox"/> (c) data subject is party or in order to take steps at the request of the data subject prior to entering into a contract</p> <p><input checked="" type="checkbox"/> (d) the data subject has given consent to the processing of his or her personal data for one or more specific purposes</p> <p><input type="checkbox"/> (e) necessary in order to protect the vital interests of the data subject or of</p>

another natural person

[Tick (at least) one of the boxes]

1b) Legal basis

article 5.1 (d) of the [Regulation \(EU\) No 2018/1725](#)

2. Are the purposes specified, explicit and legitimate?

Yes

3. Where information is also processed for other purposes, are you sure that these are not incompatible with the initial purpose(s)?

Yes

4. Do you really need all the data items you plan to collect?

Yes

5. How do you ensure that the information you process is accurate?

Data is provided by the person concerned.

6. How do you rectify inaccurate information?

Information can be rectified if the data subject asks to change their data

7. Are they limited according to the maxim "as long as necessary, as short as possible"?

Yes, all data is necessary

8. If you need to store certain information for longer, can you split the storage periods?

No, not applicable

9 How do you inform data subjects?

Through the privacy statement

10. Access and other rights of persons whose data are processed

In order to exercise their rights, data subjects can contact the service responsible (EESC-rights-Rule-Law@eesc.europa.eu). Questions will be answered within 15 working days

11. Does this process involve any of the following?

- (a) data relating to health, (suspected) criminal offences or other special categories of personal data
- (b) evaluation, automated decision-making or profiling
- (c) monitoring data subjects
- (d) new technologies that may be considered intrusive

Part 3 Linked documentation

1. Links to threshold assessment and DPIA (where applicable)



No hyperlink inserted

2. Where are your information security measures documented?



No hyperlink inserted

3. Links to other documentation



No hyperlink inserted

4. Other relevant documents

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