

## Record of processing activity

Who is Who - EESC Members

### 1. General Information

Name of the data processing:	Who is Who - EESC Members
Reference number:	E018
Last update:	19/11/2020
Controller:	European Economic and Social Committee
Directorate:	Directorate A
Unit:	A1 GRE
Contact details:	Directorate A Unit A4 – Registry and Legislative Planning Unit Rue Belliard, 99-101 – 1040 Brussels
Joint controller (where applicable):	N/A
Joint controllership agreement (where applicable):	N/A
DPO - contact details	<a href="#">EESC Data Protection</a>
Processor(s) (where applicable):	N/A
Data Processing Agreement	N/A

### 2. Purpose and description of the personal data processing

Purpose(s) of the personal data processing	To publish members' data in the official EU directory and keep the EESC mailing list up to date in the automated address and publications management system (SAGAP).
Categories of persons whose personal data are processed	EESC members and CCMI delegates
Categories of personal data processed	Data are extracted from the Agora database, an internal EESC tool, or are provided by members. 1. Data published with respect to the person's role: 1) surname and first name; 2) photo; 3) position at the

	<p>EESC; 4) country represented; 5) term of office; 6) date of joining the EESC; 7) membership of EESC bodies: groups and sections; 8) membership of national organisation(s); 9) languages spoken; 10) declaration of interests without signature.</p> <p>2. Data published only when consent is given (each category of data may be selected separately):</p> <p>1) telephone number; 2) address; 3) work e-mail address; 4) non-confidential postal work address; 5) internet site; 6) declaration of interests with signature; 7) date of birth; 8) place of birth.</p>
Recipients of the personal data	<p>Some data are sent to the Publications Office for publication in EU Whoiswho (the official directory of the European institutions which presents the contact details of all EU institutions and bodies). It is published in online, e-book and paper formats. If available, your photo will be published in the electronic EU Whoiswho. Only the photos of the Committee president and vice-presidents are published in the paper version of the EU directory.</p> <p>Your postal address and non-confidential e-mail address for correspondence are sent to the OP to be entered into the automated address and publications management system (SAGAP), in order to enable products of the European institutions to be distributed.</p>
Transfers of personal data to a third country or an international organization	None.
Retention period of the personal data	Personal data are kept during the member's term of office and beyond, if the member does not object, for possible historical purposes (e.g. to provide evidence of the long-standing membership of a body of a member to be appointed to a key post within the EESC, such as Committee president or vice-president, or elsewhere) and for possible statistical purposes.
General description of security measures, where possible	Access to encoding in the database and paper storage in locked cabinets is strictly limited to the staff of the EESC Registry Unit.
Data protection notice:	Data Protection Notice available internally