

## Record of processing activity

Bike Day

### 1. General Information

Name of the data processing:	Bike Day
Reference number:	E115
Last update:	15/09/2023
Controller:	European Economic and Social Committee
Directorate:	Directorate E
Unit:	E3 STA
Contact details:	Directorate E – Human Resources and Finance Unit E.3 STA – Working Conditions, Rights and Obligations, Pensions Rue Belliard/Belliardstraat 99 - 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 organise the Bike Day event, as part of the Committee's efforts to promote sustainable mobility.
Categories of persons whose personal data are processed	Officials, temporary agents and contract agents.
Categories of personal data processed	Name, surname, contact informations, photos

Recipients of the personal data	Access to all personal data as well as all information collected as part of this event is only granted to the persons responsible for the event.
Transfers of personal data to a third country or an international organization	Personal data are not transferred to third countries or international organisation.
Retention period of the personal data	The EESC will keep these data for one year as from the date of the event.
General description of security measures, where possible	Data are kept in STA electronic drives.
Data protection notice:	Data Protection Notice available internally