



Record of processing activity

Pre-recruitment declaration of interests

Record of EBA activities processing personal data, based on Article 31 of Regulation (EU) 2018/1725 (EUDPR)

Nr	Item	Description
Part 1 - Article 31 Record (publicly available)		
1	Last update of this record	15/07/2021
2	Reference number	EBA/DPR/4
3	Name and contact details of controller	Controller: European Banking Authority , Tour Europlaza, 20 avenue André Prothin, CS 30154, 92927 Paris La Défense CEDEX, France Contact: ExecutiveOffice@eba.europa.eu
4	Name and contact details of DPO	dpo@eba.europa.eu
5	Name and contact details of joint controller (where applicable)	Not applicable
6	Name and contact details of processor (where applicable)	Not applicable
7	Short description and purpose of the processing	Article 11 of the Staff Regulations, applied to the EBA by analogy under Article 11 of the Conditions of Employment of Other Servants (CEOS), requires that, before recruiting a staff member, the appointing authority shall examine whether the candidate has any personal interest such as to impair his independence or any other conflict of interest. To that end, the candidate, using a specific form, shall inform the appointing authority of any actual or potential conflict of interest.
8	Description of categories of persons whose data the EBA processes and list of data categories	Candidates who have received and accepted an offer of employment of the EBA

Nr	Item	Description
9	Time limit for keeping the data	<p>The data should be kept for no longer than is necessary for the purposes for which the data were collected or for which they are further processed. Although the Declaration of Interest (DoI) generally becomes part of the personal file, this should not mean that the same retention period as for the personal file should apply to DoI. A shorter period is therefore justified since the relevance of the pre-employment DoI is limited in time.</p> <p>Where no interests are declared or interests are declared that do not require any measures by the appointing authority, the pre-recruitment DoI shall be kept one year after the actual date of taking up duties at the EBA.</p> <p>Where interests are declared and require measures by the appointing authority, the pre-recruitment DoI shall be kept for one additional year after the actual implementation of measures as evidenced by the staff member.</p>
10	Recipients of the data	The appointing authority, the Ethics Officer and members of the Legal and Compliance Unit authorised to assess declarations of interests.
11	Are there any transfers of personal data to third countries or international organisations? If so, to which ones and with which safeguards?	No
12	General description of security measures, where possible	The pre-recruitment DoI is stored in a folder that is solely accessed by the Ethics Officer and by members of the Legal and Compliance Unit who've been authorised by the Ethics Officer.
13	For more information, including how to exercise your rights to access, rectification, object and data portability (where applicable), see the data protection notice:	Sent by email to the candidate.