

RECORD OF PERSONAL DATA PROCESSING ACTIVITY according to Article 31 of Regulation (EU) 2018/1725

► CALL FOR CANDIDATES FOR THE IAIS EXECUTIVE COMMITTEE (EXCO) – WESTERN EUROPEAN REGION

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GENERAL INFORMATION

Introduction
EIOPA, as a European Authority, is committed to protect individuals with regard to the processing of their personal data in accordance with Regulation (EU) No 2018/1725 (further referred as the Regulation) ¹ .
Contact Details of Data Controller(s)
The Head of Department EIOPA's Policy and Supervisory Convergence Department. Westhafenplatz 1, 60327 Frankfurt am Main, Germany fausto.parente@eiopa.europa.eu
Contact Details of the Data Protection Officer
Eleni Karatza Westhafenplatz 1, 60327 Frankfurt am Main, Germany dpo@eiopa.europa.eu
Contact Details of Processor
EIOPA's Team/Unit/Department responsible for the processing: Policy and Supervisory Convergence Department

¹ Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC.

DESCRIPTION AND PURPOSE OF THE PROCESSING

Description of Processing
<p>The membership in the IAIS ExCo is divided into nine different regions. This includes the Western European Region “WER”, of which EIOPA is the coordinator.</p> <p>In line with its role as coordinator for the Region, EIOPA launches calls for IAIS ExCo candidates from among the Region representatives, as stated in the “Western European Region procedure of 03 July 2019 on its representation in the IAIS Executive Committee”.</p> <p>Following the above, the purpose of collecting your personal data is to:</p> <ul style="list-style-type: none"> • facilitate the selection of the two rotating representatives of the Western European Region (WER) at the IAIS ExCo, in accordance with Article 13(5) of the IAIS By-Laws, as well as • inform the WER about the names of the standing representatives at the IAIS ExCo.
Purpose (s) of the processing
<p><input type="checkbox"/> Staff administration</p> <p><input checked="" type="checkbox"/> Relations with external parties</p> <p><input type="checkbox"/> Procurement and accounting</p> <p><input type="checkbox"/> Administration of membership records</p> <p><input type="checkbox"/> Auditing</p> <p><input type="checkbox"/> Information administration</p> <p><input type="checkbox"/> Other (please give details):</p>
Lawfulness of Processing
<ul style="list-style-type: none"> • Legal Basis justifying the processing: Due to its role as Coordinator for the Region, EIOPA launches calls for IAIS ExCo candidates from among the Region representatives, as stated in the “Western European Region procedure of July 2019 on its representation in the IAIS Executive Committee”. This is done in line with the IAIS Handbook and By-Laws. <p>Processing is necessary:</p> <p><input checked="" type="checkbox"/> for the performance of a task carried out in the public interest</p> <p><input type="checkbox"/> for compliance with a legal obligation to which the Controller is subject</p> <p><input type="checkbox"/> for the performance of a contract to which the 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 type="checkbox"/> in order to protect the vital interests of the data subject or of another natural person</p> <p>Or</p> <p><input type="checkbox"/> Data subject has given his/her unambiguous, free, specific and informed consent</p>

DATA SUBJECT’S RIGHTS

Information on how to exercise data subject’s rights
<p>Data subjects may exercise their data privacy rights provided in Articles 17 to 24 of the Regulation (EU) 1725/2018.</p> <p>Data subjects have the right to:</p> <ul style="list-style-type: none"> • access their personal data, receive a copy of them in a structured and machine-readable format or have them directly transmitted to another controller, as well as request their rectification or update in case they are not accurate. • request the erasure of their personal data, as well as object to or obtain the restriction of their processing. • withdraw their consent to the processing of their personal data at any time in case such processing is based solely on their consent. <p>For the protection of the data subjects’ privacy and security, every reasonable step shall be taken to ensure that their identity is verified before granting access, or rectification, or deletion.</p> <p>Should data subjects wish to access/rectify/delete their personal data, or receive a copy of them/have it transmitted to another controller, or object to/restrict their processing, please contact international@eiopa.europa.eu or dpo@eiopa.europa.eu.</p> <p><u>Complaint:</u></p> <p>Any complaint concerning the processing of the data subjects’ personal data can be addressed to EIOPA’s Data Protection Officer (dpo@eiopa.europa.eu). Alternatively, data subjects can also have at any time recourse to the European Data Protection Supervisor (www.edps.europa.eu).</p> <p><u>Restrictions:</u></p> <p>Without prejudice to the above, rights might be restricted in accordance with EIOPA’s decision on the restriction of data subject’s rights (EIOPA-MB-19-056). If restrictions are applicable, please complete below the legal basis and the purpose:</p> <p>.....</p>

CATEGORIES OF DATA SUBJECTS & PERSONAL DATA

Categories of Data Subjects

<input type="checkbox"/> EIOPA Temporary or Contract Agents <input type="checkbox"/> SNEs or trainees Visitors to EIOPA (BOS, MB, WG, Seminars, Events, other) If selected, please specify: <input type="checkbox"/> Providers of good or services <input type="checkbox"/> Complainants, correspondents and enquirers <input type="checkbox"/> Relatives and associates of data subjects <input checked="" type="checkbox"/> Other (please specify): Candidates in the call for candidates for the IAIS Executive Committee – Western European Region
Categories of personal data
<p>(a) General personal data:</p> <p>The personal data contains:</p> <input checked="" type="checkbox"/> Personal details (name, address etc) <input checked="" type="checkbox"/> Education & Training details <input checked="" type="checkbox"/> Employment details <input type="checkbox"/> Financial details <input type="checkbox"/> Family, lifestyle and social circumstances <input type="checkbox"/> Other (please give details):
<p>(b) Special categories of personal data</p> <p>The personal data reveals:</p> <input type="checkbox"/> Racial or ethnic origin <input type="checkbox"/> Political opinions <input type="checkbox"/> Religious or philosophical beliefs <input type="checkbox"/> Trade union membership <input type="checkbox"/> Genetic or Biometric data <input type="checkbox"/> Data concerning health, sex life or sexual orientation

CATEGORIES OF RECIPIENTS & DATA TRANSFERS

Recipient(s) of the data
<input type="checkbox"/> Managers of data subjects <input checked="" type="checkbox"/> Designated EIOPA staff members If selected, please specify: EIOPA staff members designated for the organisation of the selection process

<input type="checkbox"/> Relatives or others associated with data subjects <input type="checkbox"/> Current, past or prospective employers <input type="checkbox"/> Healthcare practitioners <input type="checkbox"/> Education/training establishments <input type="checkbox"/> Financial organisations <input type="checkbox"/> External contractor <input checked="" type="checkbox"/> Other (please specify): the members of the WER defined by the IAIS Handbook.
Data transmissions and transfer(s)
<input type="checkbox"/> Other EU institutions/agencies/bodies <input checked="" type="checkbox"/> Other recipients within the EU (e.g. NCAs): other members of the WER <input checked="" type="checkbox"/> To third countries <p style="margin-left: 20px;">If selected, please specify: ...non-EEA members of the WER, i.e. UK, Switzerland and Andorra.....</p> <p style="margin-left: 20px;">Whether suitable safeguards have been adopted:</p> <div style="margin-left: 40px;"> <input checked="" type="checkbox"/> Adequacy Decision of the European Commission² <input type="checkbox"/> Standard Contractual Clauses (SCC) <input type="checkbox"/> Binding Corporate Rules (BCR) <input type="checkbox"/> Administrative Arrangements between public Authorities (AA) </div> <input checked="" type="checkbox"/> To international organisations <p style="margin-left: 20px;">If selected, please specify the organisation and whether suitable safeguards have been adopted: IAIS</p>

AUTOMATED DECISION MAKING

Automated Decision-making, including profiling
<p>A decision is taken in the context of this processing operation solely on the basis of automated means or profiling:</p> <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <p>In case of automated decision-making or profiling, please explain:</p> <p>.....</p>

² Third countries for which the European Commission has issued adequacy decisions are the following: Adequacy decisions (europa.eu)

RETENTION PERIOD & SECURITY MEASURES

Retention period
<p>How long will the data be retained?</p> <p>The data will be kept for the duration of the mandate of the persons elected.</p> <p>Data related to candidates that do not manage to secure a seat in the ExCo will be deleted once the selection procedure has been finalised.</p>
<p>For further processing envisaged beyond the original retention period for historical, statistical or scientific purposes, please specify whether the personal data will be anonymised:</p> <p><input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Yes</p>
Technical & organisational security measures taken
<p>Several technical and organisational measures have been adopted in order to ensure the optimum security of the documents and personal data collected in the context of the procedures described under section 'Description and Purpose of the Processing'.</p>