



Record of processing activity

EBA Website and e-services

Record of EBA activities processing personal data, based on Article 31 of [Regulation \(EU\) 2018/1725 \(GDPR\)](#)

Nr	Item	Description
Part 1 - Article 31 Record (publicly available)		
1	Last update of this record	07/09/2023
2	Reference number	EBA/DPR/2023/11
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: info@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)	Microsoft Azure: Cloud Computing Services - website hosting. Microsoft Ireland Operations Limited Microsoft EU Data Protection Officer One Microsoft Place South County Business Park Leopardstown Dublin 18 D18 P521 Ireland Telephone: +353 (1) 706-3117 https://aka.ms/privacyresponse Privacy in Azure UniSystems Systemes Informatiques – website IT support Societe Anonyme Comerciale Unipersonnelle Rue des Deux Eglises 26, boite 4 B-1000, Bruxelles, Belgique City One – Meetings support 65 Rue Rennequin

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		<p>75017 PARIS</p> <p>Tel port : 06 21 18 28 91</p> <p>https://www.cityone.fr/politique-de-confidentialite</p>
7	Short description and purpose of the processing	<p>The primary purpose of processing your data is to provide the data subjects with a seamless and personalised user experience on the EBA website. This includes:</p> <p>1. Website</p> <p>EBA publishes basic personal data and biographical information about participants in the governance structure, for the sake of transparency to the public.</p> <p>2. Extranet</p> <p>We process personal data to register extranet users and to link accounts to its specific user, in order to allow subscription to notifications, and to control and safeguard the access to information published on extranet. This process also allows external collaborators to share information required for the performance of activities with EBA.</p> <p>3. Consultation forms</p> <p>Consultations are regarded as an important instrument that ensures that the EBA works in a transparent manner and engages with all relevant stakeholders who are providing their feedback as a part of our public hearings. Personal data is used to finalise specific tasks entrusted to the EBA by the EBA Founding Regulation (Regulation (EU) No 1093/2010).</p> <p>4. General inquiries forms</p> <p>This can be used by members of the public who wish to flag a problem or raise a question to EBA via the EBA website. To use this form users must identify themselves. The data is used only to respond your inquiries. This processing allows members of the public to communicate with EBA.</p> <p>5. Meeting Registration</p> <p>Data is captured where participants register for an online or in-person meeting or event, this is necessary for the purpose of facilitating meetings and the organisation and logistics of such meetings.</p>

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8	Description of categories of persons whose data the EBA processes and list of data categories	<p>1. Website</p> <p><u>Categories of persons:</u> Participants in the EBA governance structure, e.g. Banking Stakeholder Group members, Board of Appeal members</p> <p><u>Data categories:</u> Full name, nationality, employer, previous employment</p> <p>2. Extranet</p> <p><u>Categories of persons:</u> Members of the public subscribing to alerts; External collaborators of the EBA e.g. NCA employees, EU employees, internal EBA staff.</p> <p><u>Data categories:</u> Full name, work domain, email address, organisation, position, country and phone number. All these categories of data are mandatory when registering extranet users.</p> <p><u>Optional data categories:</u> Mobile phone and the postal address may be captured in optional fields.</p> <p>3. Consultation forms</p> <p><u>Categories of persons:</u> Contributors to EBA public consultation papers.</p> <p><u>Data categories:</u> Name of the organisation, email address, contact name, phone number and comments and opinions provided by the contributors. All fields are mandatory, but the contributor can choose whether their comments will be disclosed, by ticking "yes" or "no".</p> <p>4. General inquiries forms</p> <p><u>Categories of person:</u> Any member of the public who wishes to contact EBA.</p> <p><u>Data categories:</u> Name and email address. Users also have the option to choose the type of inquiry and to provide a description of the inquiry.</p> <p>5. Meeting Registration</p> <p><u>Categories of person:</u> Attendees of EBA meetings and events, online or in person.</p> <p><u>Data categories:</u> First name, last name, organisation (national authority), country of departure, city of departure, means of transportation (plane, train, car, other vehicle), email, dietary requirements, special assistance in case of evacuation.</p>
9	Time limit for keeping the data	1. Website

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		<p>EBA publishes the personal data for as long as the participant is active. Web content is kept for 5 years from the end calendar year of creation then archived permanently for historical research.</p> <p>2. Extranet</p> <p>The EBA keeps personal data for as long as an account is active (i.e. until deletion of your account by the EBA). Accounts are deleted within a maximum of 3 working days, following a request for deletion.</p> <p>3. Consultation forms</p> <p>Consultations are related to EBA policy developments. Records relating to policy developments are retained for ten years before a selection of records are archived for historical research and the remainder are destroyed. Where comments are additionally published on the EBA website with the data subjects' consent, the data published on the website is also retained in line with the Website retention periods (as per section 1 above).</p> <p>4. General inquiries forms</p> <p>We keep the email with the requests for public records for as long as it is necessary in order to comply with the Principle of Good Administration.</p> <p>5. Meeting Registration</p> <p>The data is kept for two years from the date of the meeting. The data will then be deleted immediately after this period has expired.</p>
10	Recipients of the data	<p>1. Website</p> <p>The data is published by relevant EBA staff members and made publicly available, therefore the recipients of data could be any members of public who access the EBA website.</p> <p>2. Extranet</p> <p>For the extranet, Administrators with the relevant role at EBA can access this information.</p> <p>3. Consultation forms</p> <p>The respective EBA policy experts working on the topic which is subject to the consultation will have access to some of your personal data, especially name and the legal entity or organisation you are working for, when reviewing submitted comments as part of the consultation process. In some instances, responses may be published on the EBA website along with your organisation, if you</p>

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		<p>would prefer your comments not to be published on the EBA website then on the form when asked whether your comments can be disclosed you should tick “no”.</p> <p>4. General inquiries forms</p> <p>The EBA Communications team manages info[at]eba.europa.eu and has access to this data. They may provide some personal data to relevant EBA staff members, where this is necessary for them to contribute in the response to queries.</p> <p>5. Meeting registration</p> <p>Relevant EBA staff involved in the meetings organisation, reception staff at the EBA premises from the company ‘City one’</p>
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	<p>Processing of personal data in the context of this processing activity is carried out pursuant to EBA Decision (EBA/DC/138) of 29 October 2015 on the security of communication and information systems in the EBA. The EBA adopted Commission Decision (EU, Euratom) 2017/46 of 10 January 2017 on the security of communication and information systems in the European Commission.</p> <p>Processing is performed under the EBA Information Security Framework, published on the EBA intranet. The security measures in place include:</p> <ul style="list-style-type: none"> - Personal data managed within access controlled EBA platforms. - Extranet accounts are protected with passwords, and two-factor authentication.
13	For more information, including how to exercise your rights to access, rectification, object and data portability (where applicable), see the data protection notice:	Privacy notice European Banking Authority (europa.eu)