

RECORD OF DATA PROCESSING

 Record of EFCA activities processing personal data,
 based on Article 31 of Regulation (EU) 2018/1725 ¹

 1. TITLE **OUTSIDE ACTIVITIES AND WORK AFTER LEAVING EFCA**

 2. REF NUMBER **DPR-23**
PART I (PUBLIC)

CONTROLLER/S OF THE DATA PROCESSING OPERATION	
3. CONTROLLER	HEAD OF UNIT RESOURCES AND IT EUROPEAN FISHERIES CONTROL AGENCY (EFCA) AVDA. GARCÍA BARBÓN, 4, E-36201 VIGO
ORGANISATIONAL UNIT	Unit Resources and IT Sector HR & Legal
CONTACT PERSON/S	EFCAHR at efca.europa.eu + FUNCTIONAL MAILBOX
4. DATA PROTECTION OFFICER (DPO)	Stefano DONADELLO +34 986 12 06 24 EFCA-DPO at efca.europa.eu

WHERE APPLICABLE:

5. JOINT CONTROLLER	N/A
6. DATA PROCESSOR EXTERNAL CONTACT	N/A

7. PURPOSE/S	Process request for outside activities and work after leaving EFCA in accordance with the staff regulations.
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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

8. CATEGORIES OF DATA SUBJECTS	<input checked="" type="checkbox"/>	EFCA STAFF (TA, CA, SNE)		
		EXTERNAL SERVICE PROVIDERS, TRAINEES,		
		OTHER. PLEASE SPECIFY:		
	Further details: EFCA staff (Temporary and contract agents).			
	8BIS. CATEGORIES OF PERSONAL DATA	<input checked="" type="checkbox"/>	NAME AND SURNAME	
		<input checked="" type="checkbox"/>	CONTACT DETAILS	
		<input checked="" type="checkbox"/>	EDUCATION, TRAINING, EMPLOYMENT	
		<input checked="" type="checkbox"/>	FAMILY, LIFESTYLE, SOCIAL CIRCUMSTANCES	
<input checked="" type="checkbox"/>		FINANCIAL DETAILS		
<input checked="" type="checkbox"/>		OTHER PLEASE SPECIFY:		
Further details: Data as necessary to clarify the request and enable the decision makers to assess the request.				
9. TIME LIMIT		Rejected request are returned to the requester and not stored. Approved requests are kept in the personnel file (Data retention period 10 years as of the termination of employment or as of the last pension payment, where applicable)		
10. RECIPIENTS	<input checked="" type="checkbox"/>	DESIGNATED EFCA STAFF		
		CONTRACTORS		
	<input checked="" type="checkbox"/>	EU INSTITUTIONS AND BODIES		
		MEMBER STATES AUTHORITIES		
		OTHER. PLEASE SPECIFY:		
	Further details: N/A.			
11. ARE THERE ANY TRANSFERS OF PERSONAL DATA <u>OUTSIDE THE EU/EEA</u> ?				
YES	NO			
	<input checked="" type="checkbox"/>	TO THIRD COUNTRY RECIPIENTS		
	<input checked="" type="checkbox"/>	TO INTERNATIONAL ORGANISATIONS		
	<input checked="" type="checkbox"/>	PUBLISHED ON THE INTERNET		
<u>IF YES</u> , ON WHAT GROUNDS? N/A				
12. GENERAL DESCRIPTION OF SAFEGUARDS TAKEN				
A number of additional technical and organisational measures have been put in place by the Agency. Technical measures include appropriate actions to address online security, risk of data loss, alteration of data or unauthorised access. Organisational measures include restricting access to the personal data solely to authorised persons with a legitimate need to know for the purposes of this processing operation.				
13. SPECIFIC PRIVACY STATEMENT (WHERE APPLICABLE)				
Available at the EFCA Website: EFCA Records Register EFCA (europa.eu)				