



Record of processing activity No 20 – Selection and Appointment of Strategic Advisory Group (SAG)

Title	Selection and Appointment of Strategic Advisory Group (SAG)
Name and contact details of controller	ECCC, HR Unit, hr [at] eccc.europa.eu
Name and contact details of DPO	data-protection [at] eccc.europa.eu
Name and contact details of Joint Controller	N/A
Name and contact details of processor	<ul style="list-style-type: none"> • European Commission’s EUSurvey tool, which is used to collect applications. • Microsoft Ireland operations Ltd for the provision of M365 service, acquired by the ECCC under DIGIT-073-00 SLA, used for processing applications and relevant documents internally, conducting interviews with candidates when needed through MS Teams and facilitating communication of candidates with the ECCC.
Purpose of the processing	The purpose of the processing activity is to: Manage the Call for expression of interest for membership of the Strategic Advisory Group of the ECCC, including receiving and assessing applications, conducting interviews if needed, appointing the SAG members and establishing a reserve list.
Description of data subjects	Interested candidates, external to the ECCC, that submit an application for the Call for expression of interest for membership of the ECCC advisory group; some of them will be appointed “ad personam” as members of the Advisory Group or as “ad personam” members of the reserve list.
Description of data categories	The following types and categories of personal data are being processed as part of the selection and appointment procedures: a) Application Data (for all candidates submitting applications): <ul style="list-style-type: none"> • Personal identification data (e.g., name, date of birth, nationality, contact details such as email address and phone number); • Application documents (e.g., CV, cover letter, diplomas, certificates, motivation letter); • Type of entity they are representing; • Professional experience and expertise, education, abilities and relevant information such as: Type of stakeholders that will be represented, current affiliation, employer and job title, relevant abilities, knowledge and capacity in ECCC activities and cybersecurity domain, area of expertise, command of English, relevant publications;

	<ul style="list-style-type: none"> • Information regarding the eligibility criteria (e.g. EU or EEA citizenship, employer entity status under article 8 of Regulation (EU) 2021/887); • Information regarding criminal record (declarations of not being convicted for offences related to professional conduct, fraud, corruption, participation in a criminal investigation etc) <p>b) Assessment Data:</p> <ul style="list-style-type: none"> • Assessment results of the Selection Committee (e.g., interview evaluations, scores, panel comments); • eligibility <p>c) Appointment Data</p> <ul style="list-style-type: none"> • Contact/Identification data (such as First and Last Name, Gender, Nationality etc), • Representing sector etc. <p>d) Service-Generated and Technical Data:</p> <ul style="list-style-type: none"> • Technical and connection data (e.g., IP address, device identifiers, logs of access to EU Survey and ECCC platforms), including systems logs and usage data; • Information shared when reporting technical issues related to the application process (e.g., email exchanges, screenshots, log files).
Time limits (for the erasure of data)	For not selected applicants, application data are deleted one year after the finalization of the appointment procedure. For successful candidates (in the reserve list and appointed members), the data is kept for a period equal to the duration of the mandate of membership of the ECCC Strategic Advisory Group.
Data recipients	<ul style="list-style-type: none"> • HR staff and selection panel members (Externals) involved in the selection process have access to personal data such as application documents, assessment results, and communication records. Access is granted strictly for the purpose of evaluating candidates and managing the selection process. • Designated ECCC staff, ECCC Executive Director, and ECCC Governing Board Members. • Designated staff of the data processors offering technical support to EU survey platform. • IT system administrators may access personal data for system operation, maintenance, troubleshooting, or security investigations. Access is limited to what is necessary for these purposes. • Bodies charged with monitoring or inspection tasks in application of EU law (e.g. internal audits, European Anti-fraud Office – OLAF, European Public Prosecutor’s Office - EPPO) may receive personal data for compliance, reporting, or dispute resolution purposes. • The SAG contact list (name, affiliation, country) along with the SAG Members’ Declarations of Conflict of Interest will be made publicly available at the ECCC website.

Transfers to third countries	<p>No transfers outside EU/EEA are foreseen.</p> <p>Data are stored and further processed within Microsoft data centers exclusively in EU under the Microsoft data boundary program. Any transfer of personal data outside the EU/EEA shall be performed in line with the ILA (between the European Commission and Microsoft) and in compliance with Chapter V EUDPR. Microsoft has been certified under the EU US Data Privacy Framework.</p>
<p>Security measures – General description</p>	<p>General security policy and technical/organisational measures applicable to ECCC’s IT systems and ECCC’s website. All data is stored in line with the technical security provisions laid down in the Commission Decision (EU, Euratom) 2017/46 of 10 January 2017 on the security of communication and information systems in the European Commission, its subsequent versions, its implementing rules (as adapted from time to time) and the corresponding security standards and guidelines, as well as the Commission Decision (EU, Euratom) 2015/443 of 13 March 2015 on the security in the Commission, its implementing rules and the corresponding security notices.</p>
Privacy statement	A privacy notice is available within the Call for expression of interest.