



Record on EUAA Trainers

Last update of the record	09/04/2025
Data controller	Head of Training and Learning Management Unit training@euaa.europa.eu
Joint controller (if applicable)	N/A
Data Processor (if applicable)	N/A
Name and description of processing	<p>EUAA Trainers activities refers to the processing of personal data in the context of the deployment of trainers from EU+ countries, who contribute to the implementation of its training through the delivery of training sessions, including assessments, for learners and trainers.</p> <p>The processing includes facilitation of selection and deployment of EUAA trainers, communication between the trainers and the EUAA during the implementation of the activities, and evaluation of the EUAA trainer after training activities.</p> <p>Furthermore, the processing includes organization of thematic meetings.</p>
Purpose of processing	Personal data is collected and processed for facilitating the selection and deployment of trainers, for communication and organization during the training activities and for monitoring and final evaluation purposes.
Legal basis and lawfulness of processing	<p>Personal data is processed on the basis of Article 2(1) point (d) of Regulation (EU) 2021/2303¹(hereinafter ‘the EUAA Regulation’), which provides that the Agency’s tasks include: <i>“assist[ing] Member States as regards training and, where appropriate, provid[ing] training to Member States’ experts from all national administrations, courts and tribunals, and national authorities responsible for asylum matters, including through the development of a European asylum curriculum”</i>.</p> <p>More specifically, Article 8 of the EUAA Regulation provides, <i>inter alia</i>, that the Agency <i>“shall establish, develop and review training for members of its own staff and members of the staff of relevant administrations, courts and tribunals, and of national authorities responsible for asylum and reception”</i> and <i>“shall develop a European asylum curriculum [...] to promote best practices and high standards in the implementation of Union law on asylum”</i>, offering such high quality training <i>“with a view to ensuring greater convergence of administrative</i></p>

¹ Regulation (EU) 2021/2303 of the European Parliament and of the Council of 15 December 2021 on the European Union Agency for Asylum and repealing Regulation (EU) No 439/2010, (OJ L 468, 30.12.2021, p. 1, ELI: <http://data.europa.eu/eli/reg/2021/2303/oj>).





	<p><i>methods, decisions and legal practices, while fully respecting the independence of national courts and tribunals”.</i></p> <p>As such, the processing is lawful under Article 5(1) point (a) of the EUDPR² given that it is necessary for the performance of the tasks that the Agency has been vested with by virtue of its mandate.</p> <p>Additionally, if data subjects participate on a voluntary basis, personal data processing is based on data subject’s consent. Consequently, this processing operation is also lawful under Article 5(1) point (d) of the EUDPR.</p>
<p>Description of (categories of) personal data processed</p>	<p>The following (categories of) personal data may be processed:</p> <ul style="list-style-type: none"> • Credentials; • First name and surname; • Email address; • Employing organisation or Institution and function/role; • Qualifications; • Certificates of attendance; • Curriculum Vitae; • Languages spoken; • Record of training delivery (in terms of modules completed and delivered); • Prior experience; • Trainers’ feedback on learners’ assessment of results and grades; • Learners’ (anonymised) feedback on trainers’ performance.
<p>Description of (categories of) data subjects</p>	<ul style="list-style-type: none"> • Personnel employed by the European Union Agency for Asylum (EUAA) • Persons nominated following a call for trainers launched by the EUAA
<p>Retention period</p>	<p>Personal data are stored for as long as the individuals comply with the Training Pool selection criteria, and are available for deployment as an EUAA Trainer.</p>
<p>Recipients of the personal data</p>	<p>The following (categories of) recipients have access to personal data:</p> <ul style="list-style-type: none"> • Personnel of EUAA’s Training and Professional Development Centre, who are in charge of: the trainer selection procedure; the management of the Training Pool; and of communication regarding your activities as trainer/assessor. Access is limited on a need-to-know basis depending on the specific task an actor has to perform each time; • Co-trainers in the same training module(s) (as far as your name, surname, contact details and profile on LMS are concerned);

² 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, (OJ L 295, 21.11.2018, p. 39, ELI: <http://data.europa.eu/eli/reg/2018/1725/oj>).



	<ul style="list-style-type: none"> • Authorised EUAA personnel acting as LMS administrators with access rights; • Authorised EUAA personnel for the purpose of organisation and participation in thematic meetings or other training related activities, on a need-to-know basis; • Authorised EUAA personal of the Training and Professional Development Centre handling training data for analytical and/or quality purposes. <p>In addition, Training National Contact Points may receive, upon request, information on the modules successfully completed by a trainer as well as the modules delivered.</p>
<p>Transfers of personal data to third countries and/or international organisations</p>	<p>In principle, no transfer of personal data to third countries or international organisations (outside the EU/EUAA) will take place. To the extent that you may deliver training sessions to learners from (international) organisations⁵ and/or third country partners under the EUAA International Cooperation Frameworks⁶ this processing activity may entail transfers of personal data to (international) organisations or third countries.</p> <p>For this purpose, in the absence of appropriate safeguards in place, the explicit and informed consent of the data subject(s) concerned is exceptionally sought.</p>
<p>Automated decision-making including profiling</p>	<p>NO</p>
<p>General description of security measures</p>	<p>All personal data in electronic format (e-mails, documents, etc.) are stored on the servers of the EUAA. In order to protect your personal data, the EUAA has put in place a number of technical and organisational measures as required under Article 33 of the EUDPR. Technical measures include appropriate actions to address online security, risk of data loss, alteration of data or unauthorised access, taking into consideration the risk presented by the processing and the nature of the personal data being processed. 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.</p>
<p>How data subjects can exercise their rights</p>	<p>By e-mail to the Data Controller: training@euaa.europa.eu</p> <p>By e-mail to the Data Protection Officer (DPO): dpo@euaa.europa.eu</p> <p>By contacting the European Data Protection Supervisor (EDPS): supervision@edps.europa.eu</p>