



## Record of data processing activity for EASO Staff Engagement Survey - 2021

Last Update of the record	18 <sup>th</sup> February 2021
Reference number	2021/31
Data controller	Head of Recruitment, Career and Development Sector  Contact: <a href="mailto:hr-training@easo.europa.eu">hr-training@easo.europa.eu</a>
Joint controller (if applicable)	N/A
Data Processor (if applicable)	Price Waterhouse Coopers <a href="mailto:staff.survey@it.pwc.com">staff.survey@it.pwc.com</a>
Data Protection Officer	<a href="mailto:dpo@easo.europa.eu">dpo@easo.europa.eu</a>
Name of processing activity	EASO Staff Engagement Survey - 2021
Purpose of processing	The purpose of this data processing activity is to support EASO in better tailoring of future policies, improving ongoing initiatives and solving any eventual criticalities emerging from the survey. It will provide EASO with comprehensive, cross-Agency data and a clear view of our current organisational health. This will help us focus efforts for best results and provide a benchmark for future analysis on specific topics.
Data categories	<ul style="list-style-type: none"><li>● Provided by EASO to PwC to enable invitations: In order to allow us to invite data subjects to participate in the survey, EASO provides PwC with the email addresses of all active EASO staff (TA, CA, SNE, Interim) that have started working at the Agency at least 3 months before the survey launch date. EASO does not provide any additional details (such as job title, length of service, gender, your organisational unit, etc.). EASO is also providing PwC with a separate, aggregated table with the overall number of active staff by demographic, to enable reporting, i.e. percentage of respondents for a specific organisational entity for example.</li><li>● Collected via the survey: PwC will ask data subjects to provide some demographic information via the survey itself to aid demographic reports. Data subjects will be asked for your gender, whether they hold a managerial role (yes or no), their type of contract (TA, CA, SNE, Interim), length of service (less than 1 year, between 1 and 5 years, more than 5 years), their expatriate status (yes or no) and their Centre/Unit.</li></ul>

	<ul style="list-style-type: none"> <li>• Data subjects' views: The survey will collect their views by asking data subjects to respond to statements and questions via a mix of tick boxes and open text.</li> </ul>
<b>Description of categories of persons</b>	All active EASO staff (TA, CA, SNE, Interim) that have started working at the Agency at least 3 months before the survey launch date.
<b>Time limit for keeping the data</b>	Survey responses will only be retained for as long as it is necessary to meet the needs of PwC for the exclusive purposes of the analysis.
<b>Recipients of the data</b>	Price Waterhouse Coopers – data processor.
<b>Transfer to third countries or international organisations</b>	N/A
<b>General description of security measures</b>	Personal data will be processed in compliance with all the appropriate technical and organisational measures set to protect personal data against accidental or unlawful destruction, accidental loss or unauthorised disclosure, alteration and access or any other unauthorised form of processing.
<b>How data subjects can exercise their rights to access, rectification, object and data portability (where applicable)</b>	<p>Via e-mail to the data controller:  <a href="mailto:hr-training@easo.europa.eu">hr-training@easo.europa.eu</a></p> <p>Further information on the processing of your personal data is made available on the Agency's website at: <a href="https://www.easo.europa.eu/legal">https://www.easo.europa.eu/legal</a>  The link above includes EASO's General Privacy Statement as well as the privacy statements on specific data processing operations.</p>