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ECB-PUBLIC
UPDATABLE

RECORD OF PROCESSING ACTIVITY

Recruitment process

1. Controller(s) of data processing activities

Controller: European Central Bank (ECB)

Contact details:

European Central Bank, Sonnemannstrasse 22, 60314 Frankfurt am Main, Germany

E-mail: info@ecb.europa.eu

Organisational unit responsible for the processing activity:

Directorate General Human Resources

Data Protection Officer (DPO): DPO@ecb.europa.eu

2. Who is actually conducting the processing activity?

The data is processed by the ECB itself

The organisational unit conducting the processing activity is: DG-HR

The data is processed by a third party (contractor) or the processing operation is conducted together with an external third party [mention third party]

Link to privacy statement if available:

At pre-selection stage of a recruitment campaign, it is possible to ask candidates to conduct online pre-recorded interviews with our current provider www.viasto.com.

For more information, please read [Viasto privacy statement here](#).

For management positions the ECB uses an external consultant based in Germany. Please read [Deloitte's privacy notice here](#).

In addition, the ECB may involve professional headhunting services (Michael Page, Korn Ferry, Egon Zehnder, Alexander Mann Solutions (AMS), Harvey Nash). Please read here:

[Michael Page's privacy notice](#);

[Egon Zehnder privacy notice](#);

[Harvey Nash's privacy notice](#);

[Korn Ferry's privacy notice](#);

[Alexander Mann Solutions' privacy notice](#).

3. Purpose of the processing

The purpose of data processing operations is the management of application(s) submitted in response to vacancy announcements in view of possible pre-selection (short-listing) for an interview and subsequent selection process (interviews, tests or other selection tools) for final recruitment. Thus, any applicant who has submitted his/her final application becomes a data subject: non-interviewed, interviewed and selected individual. They can be EC staff members (including short-term contract employees) and external applicants.

For more information, please read the [EDPS Prior Checking Opinion](#).

4. Description of the categories of data subjects

Whose personal data are being processed?

- ECB employee(s)
- Externals (agency staff, consultants, trainees or secondees)
- NCB or NCA counterparts (in the ESCB or SSM context)

<input checked="" type="checkbox"/> Other (please specify): All data subjects who apply for a position at the ECB
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5. Description of the categories of personal data processed
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<p>(a) General personal data: The personal data contains:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Personal details (name, address etc) <input checked="" type="checkbox"/> Education & Training details <input checked="" type="checkbox"/> Employment details
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6. The categories of recipients to whom the personal data have been or will be disclosed, including the recipients of the data in Member States, third countries or international organisations
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<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Data subjects themselves <input checked="" type="checkbox"/> Designated ECB staff members
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7. Retention time

2 years following the finalisation of the recruitment process
