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ECB-PUBLIC
UPDATABLE

RECORD OF PROCESSING ACTIVITY Meeting Register

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: European Central Bank (ECB), Various business units

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:

Various business units

3. Purpose of the processing

The ECB processes personal data relating to business meetings with financial market participants in an internal register ("Meeting Register"). The purpose is to facilitate the implementation of the ECB's internal governance framework for meetings with external stakeholders. In particular, the processing of personal data in the meeting register enables the ECB to:

- coordinate parallel meetings planned by different business areas;
- maintain an internal overview of meetings, with a view to consistently applying the principle of level playing field/equal access with regard to its stakeholders and avoid any appearance of commercial, financial or prestige advantage;

- easily access internal meeting documentation.

4. Description of the categories of data subjects

Whose personal data are being processed?

- ECB staff
- Externals (agency staff, consultants, trainees or secondees)
- NCB or NCA counterparts (in the ESCB or SSM context)
- Visitors to the ECB, including conference participants and speakers
- Other (please specify): staff / representatives of financial market participants, who participate in business meetings with the ECB or are contact points in relation to these meetings

5. Description of the categories of personal data processed

(a) **General personal data:**

The personal data contains:

- Personal details (name, address etc)
- Employment details

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

- Designated ECB staff members

7. Retention time

5 years.