

<b>REGISTER NUMBER:484</b>
<b>NOTIFICATION FOR PRIOR CHECKING</b>
<p>Date of submission: 15/02/2009</p> <p>Case number: 2009-142</p> <p>Institution: ENISA</p> <p>Legal basis: article 27-5 of the regulation CE 45/2001<sup>(1)</sup></p> <p style="text-align: right;"><i>(1) OJ L 8, 12.01.2001</i></p>

<b>INFORMATION TO BE GIVEN<sup>(2)</sup></b>
<i>(2) Please attach all necessary backup documents</i>
<p>1/ Name and adress of the controller Andreas Mitrakas, ENISA, PO Box 1309, 71001 Heraklion, Greece</p>
<p>2/ Organisational parts of the institution or body entrusted with the processing of personal data Administration Department / Human Resources</p>
<p>3/ Name of the processing selection, taking up duties and recruitment procedures</p>
<p>4/ Purpose or purposes of the processing personnel selection, recruitment and uptaking of duties</p>
<p>5/ Description of the category or categories of data subjects candidates for employment or selected personnel</p>
<p>6/ Description of the data or categories of data(<i>including, if applicable, special categories of data (article 10) and/or origin of data</i>) name, address, DOB, employment history data, address etc.</p>
<p>7/ Information to be given to data subjects scope of the collection, fields of data collected</p>
<p>8/ Procedures to grant rights of data subjects(<i>rights of access, to rectify, to block, to erase, to object</i>) As per ENISA Implementing rules that have been notified to EDPS</p>

<p>9/ Automated / Manual processing operation</p> <p>Manual, with support of semi automated tools such as spreadsheets, word processors etc.</p>
<p>10/ Storage media of data</p> <p>On paper mostly. Small amount of electronic data stored as it might become available to the Agency.</p>
<p>11/ Legal basis and lawfulness of the processing operation</p> <p>Staff Regulations</p>
<p>12/ The recipients or categories of recipient to whom the data might be disclosed</p> <p>ENISA, Commission PMO, JSIS, other insurance as provided within the framework SR</p>
<p>13/ retention policy of (categories of) personal data</p> <p>Max 5 years. However the Agency only started operations on 1 Sep 05, less than 5 years ago.</p>
<p>13 a/ time limits for blocking and erasure of the different categories of data (on justified legitimate request from the data subject) (Please, specify the time limits for every category, if applicable)</p> <p>n/a</p>
<p>14/ Historical, statistical or scientific purposes</p> <p><i>If you store data for longer periods than mentioned above, please specify, if applicable, why the data must be kept under a form which permits identification,</i></p> <p>Limited, as appropriate. It mostly concerns data aggregates</p>
<p>15/ Proposed transfers of data to third countries or international organisations</p> <p>None</p>
<p>16/ The processing operation presents specific risk which justifies prior checking (<i>please describe</i>):</p> <p>Compliance with Data Protection regulation should be sought.</p> <p>AS FORESEEN IN:</p> <p><input type="checkbox"/> Article 27.2.(a) Processing of data relating to health and to suspected offences, offences, criminal convictions or security measures,</p> <p><input type="checkbox"/> Article 27.2.(b) Processing operations intended to evaluate personal aspects relating to the data subject,</p> <p>yes</p> <p><input type="checkbox"/> Article 27.2.(c) Processing operations allowing linkages not provided for pursuant to national or Community legislation between data processed for different purposes,</p> <p>n/a</p>

☐ Article 27.2.(d)

Processing operations for the purpose of excluding individuals from a right, benefit or contract,  
no

☐ Other (general concept in Article 27.1)

17/ Comments

Andreas Mitrakas, DPO, ENISA

PLACE AND DATE:

DATA PROTECTION OFFICER:

INSTITUTION OR BODY: