



RECORD OF PROCESSING ACTIVITY

HR Analytics Tableau dashboards

1. Controller(s) of data processing activities

Controller: European Central Bank (ECB)

Organisational unit responsible for the processing activity: European Central Bank (ECB)/Directorate General Human Resources (DG-HR)

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:

Directorate General Human Resources (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

3. Purpose of the processing

Personal data is processed to produce reports and statistics in order to support decision making and support HR processes (including policy development). Tableau dashboards are similar to SAP Lumira (as self-service tools), but complementary in content, more efficient in development and more powerful in terms of functionality.

The Tableau dashboards are prepared on-demand based on a predetermined business need and access to the final dashboard is granted separately for each request.

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
- Contractors providing goods or services
- Complainants, correspondents and enquirers
- Relatives of the data subject
- Other (please specify):

5. Description of the categories of personal data processed

(a) **General personal data:**
 The personal data contains:

- Personal details (name, address etc)
- Education & Training details
- Employment details
- Financial details
- Family, lifestyle and social circumstances

Goods or services provided

Other (please give details):

(b) Special categories of personal data

The personal data reveals:

Racial or ethnic origin

Political opinions

Religious or philosophical beliefs

Trade union membership

Genetic data, biometric data for the purpose of uniquely identifying a natural person or data concerning health (*in this processing activity: administrative data related to sick leaves and disability*).

Data regarding a natural person's sex life or sexual orientation

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

Data subjects themselves

Managers of data subjects

Designated ECB staff members

Designated NCB or NCA staff members in the ESCB or SSM context

Other (please specify):

7. Transfers to third countries or an international organisation

Data are transferred to third country recipients:

- Yes
 - Adequacy Decision of the European Commission
 - Standard Contractual Clauses
 - Binding Corporate Rules
 - Memorandum of Understanding between public authorities
- No

8. Retention time

In line with the ECB retention plan and depending on the specific data used, the retention period is between 1 and 10 years (class 3). The main striving is to delete, fully anonymise or aggregate data as soon as it is no longer used or has been updated, so that personal data is no longer retained. As the ECB retention plan covers the source ISIS/Avature data and the processing for the purpose of creating Tableau dashboards is done on local/convenience copies, these copies shall be stored for no longer than 1 year after the end of the processing activity in the case of storage in DARWIN, for local copies on the laptop the data shall not be stored for more than a few working days at most.