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ECB-PUBLIC

UPDATABLE

RECORD OF PROCESSING ACTIVITY

Audit and user content creation functionalities of the ECB Document and Records Web-based Interface
(DARWIN)

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
Secretariat, Division Information Governance

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 Secretariat, Division Information Governance

3. Purpose of the processing

DARWIN is the ECB's IT tool for the management of documents and records.

Personal data of users of the system is processed for:

- documenting any usage of the system (log files),
- any action taken against items (audit trail)
- in certain search functionalities.

4. Description of the categories of data subjects

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

5. Description of the categories of personal data processed

- Personal details (name, user login)
- Other: *Data on log-in actions and actions on documents and folders (such as viewing, opening, editing, changing permissions)*

6. The categories or recipients to whom the personal data have been or will be disclosed, including the recipient(s) of the data in Member States, third countries or international organisations

- Data subjects themselves
- Managers of data subjects
- Other: *anyone with access to the system, access to the data saved in the Audit trail requires at least access to see the content of the respective items.*

7. Retention time

- log in files: six months.
- information on the audit trail: as long as the item is retained in DARWIN in line with the retention policy of the ECB.