



RECORD OF PROCESSING ACTIVITY

Cisco WebEx

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 Information Systems

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 Information Systems
- The data is processed by a third party (contractor) or the processing operation is conducted together with an external third party: Cisco Systems. For further information please read [Cisco Systems Privacy Statement](#).

3. Purpose of the processing

In general, the purpose of use of the WebEx SaaS (Cisco WebEx Meeting Centre) and the subsequent collection and storage of personal data is to provide the web conferencing functionalities to the ECB and SSM staff for collaboration with internal and external counterparts.

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)
- Contractors providing goods or services
- Other: *Any individual participating in a Webex session.*

5. Description of categories of personal data processed

General personal data:

- Personal details (name, address etc)
- Education & Training details
- Employment details
- Other: IP address, meeting title and duration, time a user joined or left, technical performance information, type of device

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
- Designated ECB staff members
- Other: *dedicated staff of Cisco Systems (including its US subsidiaries for billing information only).*

7. Transfers to third countries or an international organisation

Data are transferred to third country recipients:

- Yes
 - Standard Contractual Clauses
 - Binding Corporate Rules - <https://www.cisco.com/c/en/us/about/trust-center/data-protection-and-privacy-policy.html>

8. Retention time

The majority of personal data collected will only be stored until the end of the WebEx session and deleted immediately thereafter. Meeting subject, times and connection data of all participants is kept for three months for troubleshooting purposes. The personal information needed for billing will be retained by Cisco Systems for a period of six years.