



PRIVACY STATEMENT

Processing of personal data in the context of remotely conducted recruitment tests and interviews (including recording)

1. Introduction

The protection of your personal data is of high importance to the Smart Networks and Services Joint Undertaking (SNS JU). SNS JU is committed to respecting and protecting your personal data and ensuring your rights as a data subject.

All personal data processed in the context of recorded recruitment tests and interviews are handled fairly, lawfully and with due care.

This processing operation is subject to Regulation (EU) 2018/1725. The present privacy statement is provided pursuant to Articles 15 and 16 of that Regulation.

2. Controller

The controller for this processing operation is:

Smart Networks and Services Joint Undertaking (SNS JU)

Avenue de la Toison d'Or 56-60

1060 Brussels, Belgium

Email: data-protection@sns-ju.eu

SNS JU has appointed a Data Protection Officer (DPO), who can be contacted at the same address.

3. Purpose of the processing

Personal data are processed for the organisation and conduct of recruitment tests and interviews.

Where tests or interviews are conducted remotely (online), SNS JU may audio and/or video record such sessions for the purpose of:

- ensuring the integrity of the selection procedure, including the prevention and detection of fraud or irregular behaviour during tests
- ensuring fair and equal treatment of candidates
- enabling review by members of the selection committee where necessary

In-person tests and interviews are not subject to recording.

Recordings are used exclusively within the framework of the selection procedure and are not reused for other purposes.

4. Categories of data subjects

The processing concerns:

- candidates participating in recruitment tests and interviews organised by SNS JU

5. Personal data processed and legal basis

Personal data processed

SNS JU processes the following categories of personal data:

- identification data (name, contact details)
- professional and educational background
- information provided by candidates during tests and interviews
- data generated during tests and interviews
- audio and/or video recordings of remotely conducted tests and interviews (where applicable)

Depending on the format of the interview, recordings may incidentally reveal additional information (e.g. voice, image).

The recording of tests and interviews (where applicable) is carried out as necessary to safeguard the integrity of the selection procedure, in particular to prevent and detect fraud, subject to necessity and proportionality.

Legal basis

Processing is based on:

- Article 5(1)(a) and (c) of Regulation (EU) 2018/1725 (processing necessary for the performance of a task carried out in the public interest and compliance with legal obligations)

In particular, processing is necessary for the organisation of fair and transparent selection procedures under:

- Council Regulation (EU) 2021/2085 establishing SNS JU
- EU Staff Regulations and Conditions of Employment of Other Servants (CEOS)
- SNS JU implementing rules adopted by the Governing Board

The recording of interviews/tests (where applicable) is carried out on the basis of necessity to ensure consistency, transparency and proper documentation of the evaluation process, subject to proportionality.

6. Source of the data

Personal data are:

- provided directly by candidates during the interview or test
- generated during the selection procedure, including recordings

7. Recipients of the data

Access to personal data is granted on a need-to-know basis to:

- members of the selection committee
- authorised SNS JU staff involved in the recruitment process
- the Executive Director (as appointing authority), where relevant
- the SNS JU Data Protection Officer (for data protection matters)

- Where relevant, IT service providers acting as processors may have access under contractual safeguards.

Recordings are not disclosed outside SNS JU, except where required by law.

8. Transfers to third countries

In principle, personal data are processed within the European Economic Area (EEA).

Where transfers occur, they are carried out in compliance with Regulation (EU) 2018/1725.

9. Data retention

Recordings (where applicable), limited to remotely conducted tests and interviews, are retained only for the duration strictly necessary for the evaluation of the test and, where relevant, the verification of potential irregularities.

They are deleted without undue delay following the completion of the evaluation process, and in any event no later than the closure of the selection procedure, unless their retention is required for administrative or legal purposes.

10. Security measures

SNS JU implements appropriate technical and organisational measures to ensure a level of security appropriate to the risk, including:

- secure IT systems and controlled access rights
- role-based access to data
- confidentiality obligations for staff and experts
- monitoring and protection of IT infrastructure

11. Rights of data subjects

Under Regulation (EU) 2018/1725, you have the right to:

- access your personal data
- rectify inaccurate or incomplete data
- request restriction of processing
- object to processing, on grounds relating to your particular situation

Certain rights may be restricted where necessary to ensure the integrity of the selection procedure and the confidentiality of the deliberations of the selection committee, in accordance with Article 25 of Regulation (EU) 2018/1725.

Requests can be addressed to: data-protection@sns-ju.eu

SNS JU will reply within one month, which may be extended in complex cases.

12. Complaints

If you consider that your rights have been infringed, you may contact the SNS JU DPO.

You also have the right to lodge a complaint with the European Data Protection Supervisor (EDPS):

European Data Protection Supervisor

Rue Wiertz 60

B-1047 Brussels

Email: edps@edps.europa.eu

13. Further information

The SNS JU public register of processing activities is available at:

<https://smart-networks.europa.eu/data-protection-declaration/>