

I. RECORD OF PERSONAL DATA PROCESSING OPERATION (Art. 31)

1.	Name of the processing operation	multi-factor authorisation
2.	Reference number/Issue	ETF-DPR-45/Issue 1
3.	Date	18/01/2021
4.	Business owner	Michael Reiner ICT Team Leader michael.reiner@etf.europa.eu
5.	Controller	Cesare Onestini Director of the ETF Cesare.Onestini@etf.europa.eu
6.	Joint controller(s)	
7.	Processor(s)	Details not disclosed
8.	Data protection officer	Tiziana Ciccarone / Laurens Rijken DataProtectionOfficer@etf.europa.eu
9.	Purpose of the processing	To ensure an additional layer of security for staff members when accessing remotely to ETF systems
10.	Legal basis for the processing	Director decision ETF/12/DEC/021 of 08/10/2012: Revision of ICT Security procedure
11.	Categories of data subjects	ETF staff members
12.	Categories of personal data	Username and password (acronym and Active Directory), email address, mobile phone data (phone number, phone type, OS version, broad geo location-country or city), remote workstation data (OS version, browser version, IP address, broad geo location-country or city), time and date of authentication, application that is accessed
13.	Time limits for keeping of data	Details not disclosed
14.	Categories of ETF recipients of data	ICT team for configuration
15.	Categories of external recipients of data	Details not disclosed
16.	Transfers of data to third country or international organisation	
17.	Technical and organisational security measures	Details not disclosed
18.	Information to the data subject	Privacy statement

