



European Committee
of the Regions

Record of processing activity – Working document

Survey on AI and GenAI

PART 1 - Record

1. General Information

Reference number	RC2-1
Last update	17/09/2024
Controller	European Committee of the Regions
Directorate	Directorate C
Unit	C.2 ECON
Contact details	Directorate for Legislative Work II – ECON commission, email: studies@cor.europa.eu
Joint controller	N/A
Joint controllership arrangement	Available internally
DPO contact details	data.protection@cor.europa.eu
Processor(s)	Fondazione FORMIT (email: mail@formit.org) and Trilateral Research
Data processing agreement	Available internally

2. Purpose and description of the personal data processing

Purpose(s) of the personal data processing

The purpose of the processing is gathering information for preparing the above-mentioned study. This study on “AI and GenAI adoption by local and regional administrations” should (1) analyse the results of the previous studies – which are based on data gathered over the last couple of years – and (2) delve deeper into the opportunities and challenges subnational authorities have with the AI and GenAI adoption and the impact this has on the quality of their interactions with citizens, as well as the efficiency of internal and cross-administration processes. The study should (3) suggest how AI and GenAI could contribute to bridging digital divides across different types of territories and/or groups of citizens. It should further (4) examine the role of political leaders in promoting AI and GenAI and the need for cooperation between the technical and political levels.

Personal data will be collected in order to contact individuals participating in the online questionnaire (via EU survey) and for them to directly contribute to the project.

The questionnaire is part of the study commissioned by the CoR to the processor 'Fondazione FORMIT'. This questionnaire is made available online by invitation only and participation is voluntary. Invited organisations and individuals will be sent a personal link to the questionnaire by email.

Categories of persons whose personal data are processed	The categories of persons whose personal data are processed are potential participants invited to take part in the survey and actual participants to the survey.
Categories of personal data processed	<p>1) Potential participants invited to take part in the survey: Email address; Name; Surname; Name of the belonging organisation.</p> <p>2) Actual participants to the survey: Name; Email address; Role/Position; Organisation of the respondent; Country/Region/City, where the Organisation is based; Other personal data that may be provided by the contributions of the respondents.</p>
Recipients of the personal data	<p>- The CoR staff in charge of managing the survey (before, during and after its elaboration) namely the ECON commission (delegated data controller).</p> <p>- The Fondazione FORMIT's staff (data processor) in charge of managing the survey (before, during and after its elaboration).</p>
Transfers of personal data to a third country or an international organization	The personal data are not transferred to non-EU Member States or to international organisations in the case at hand.
Retention period of the personal data	The personal data will be kept for 6 months from the delivery of the final report of the study (estimated date: 09.12.2024).
General description of security measures, where possible	<p>The contractor shall adopt appropriate technical and organisational security measures, giving due regard to the risks inherent in the processing and to the nature, scope, context and purposes of processing, in order to ensure, in particular, as appropriate:</p> <p>(a) the pseudonymisation and encryption of personal data;</p> <p>(b) the ability to ensure the ongoing confidentiality, integrity, availability and resilience of processing systems and services;</p> <p>(c) the ability to restore the availability and access to personal data in a timely manner in the event of a physical or technical incident;</p> <p>(d) a process for regularly testing, assessing and evaluating the effectiveness of technical and organisational measures for ensuring the security of the processing;</p> <p>(e) measures to protect personal data from accidental or unlawful destruction, loss, alteration, unauthorised disclosure of or access to personal data transmitted, stored or otherwise processed.</p>
Data protection notice	https://cor.europa.eu/sites/default/files/2025-04/dpn-study-ai_and_genai_0.pdf