



European Committee
of the Regions

Record of processing activity – Working document

Processing of personal data by the President's Cabinet

PART 1 - Record

1. General Information

Reference number	RPG-7
Last update	04/02/2026
Controller	European Committee of the Regions
Directorate	President's Cabinet
Unit	President's private office
Contact details	presidencycor@cor.europa.eu and president.cor@cor.europa.eu
Joint controller	N/A
Joint controllership arrangement	N/A
DPO contact details	data.protection@cor.europa.eu
Processor(s)	N/A
Data processing agreement	N/A

2. Purpose and description of the personal data processing

Purpose(s) of the personal data processing	We process your personal data on behalf of the Cabinet of the President to facilitate communication and coordination regarding both internal and external activities of the CoR. Internally your personal data may be used for follow-up on bilateral or multi-stakeholders meetings in which the President, the First Vice-President or any member of the cabinet participates, according to their remits. It can also refer to meetings organised on the side of statutory meetings by contacting european, national, regional or local politicians, including members and staff of other EU Institutions and bodies. We may reach out also to members of academia, think tanks and other associations working on the areas of competence of the CoR. We may contact stakeholders on the context of the rotatory Presidency of the Council of the European Union to organise the external Conference of Presidents and the Bureau meeting. Notwithstanding for the organisation and follow-up of missions by the President, the First Vice-President or any member of its cabinet. It can include missions to and from neighbouring countries or regional governments outside of Europe with a potential interest in regional affairs. The cabinet of the president is also involved in some of the political
--	--

	and communication activities and networks of the CoR, as well as manages the institutional communication of the President and the First Vice-President in social media.
Categories of persons whose personal data are processed	Invited guests of the President and First Vice-President.
Categories of personal data processed	We collect and process basic contact details such as full name, email address, land and mobile telephone numbers, and occasionally mobile phone number. In the context of official meetings involving food consumption, invited guests may be asked to voluntarily provide information relating to food allergies or intolerances. This information may constitute health data within the meaning of Article 10 EUDPR. The data is processed solely for the purpose of ensuring the health and safety of the guest during the event. Processing is based on the explicit consent of the data subject (Articles 5(1)(d) EUDPR and 10(2)(a) EUDPR) and is limited to what is strictly necessary. The data is accessible only to authorised staff and is deleted immediately after the event.
Recipients of the personal data	The staff in the cabinet of the President, as well as CoR staff on a need to know basis for the purposes of specific activities to be undertaken with the cabinet.
Transfers of personal data to a third country or an international organization	No, your personal data are not transferred to non-EU Member States or to international organisations.
Retention period of the personal data	Your personal data will be kept for the duration of the mandate of the President. When it comes to the retention period of special categories of data, they will be deleted immediately after the event.
General description of security measures, where possible	Only a very limited number of staff has access to your personal data.
Data protection notice	https://www.cor.europa.eu/sites/default/files/2026-02/processing_of_personal_data_by_the_presidents_cabinet.pdf