

The processing register is meant as an example and for information. As a licensee of the TMA Method you are personally responsible if you use this document. You must make your own considerations and choices about this and, if necessary, supplement it.

This processing register is based on the use of the TMS/TMA Portal. If you process more personal data as an organization (e.g. address details of employees, medical data) then these should also be included. Having a processing register is a requirement of the GDPR but does not have to be published. All red fields in brackets must be completed and all blue texts are for explanation and must be removed.

Processing register

Organization data

[Name of your organization]

[address]

[zipcode] [city]

[telephone number of the organization]

CoC [city] [your Chamber of Commerce number]

Category personal data

The following personal data are processed:

- First name, middle name, second name
- Sex
- E-mail address
- Date of birth
- Education level
- Job title of a user
- Scores that give an indication of the drives, talents, cognitive abilities, professional interests and competences of a user. This data is only processed if a user fills in and completes one or more assessments or if feedback providers and/or assessors complete one or more feedback or assessment tests about a user
- Texts about a user that arise from the completed questionnaires and the written conclusions or comments. This data is only processed if a user, feedback providers and/or assessors have written these texts and placed them in the TMS/TMA Portal
- Reports and dashboards with written and visualized output based on the scores, texts and personal data available to a user in the TMS/TMA portal
- The IP address of a user of the TMS/TMA Portal
- The location of a user of the TMS / TMA Portal based on IP address
- The operating system that a user of the TMS / TMA Portal uses
- The browser that a user of the TMS / TMA Portal uses
- The time of login of a user in the TMS / TMA Portal
- Salary level of a user
- Percentage of employment (full-time / part-time)
- Work and intellectual abilities
- Education
- Nationality

The Register of (sub)-processors is meant as an example and for information. As a licensee of the TMA Method you are personally responsible if you use this document. You must make your own considerations and choices about this and, if necessary, supplement it.

This register of (sub)-processors is based on the use of the TMS/TMA Portal. If you have more processors who process personal data for you as an organization (e.g. an administrative office) then these must also be included in it. Having a register of (sub)-processors is not required for the GDPR, but the processors are often mentioned in a processing agreement or included as an attachment. It is therefore useful to have a list of all the organizations that process personal data for you.

Register of (sub)-processors

Publisher TMA Method and TMS/TMA Portal

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