



## **Data Protection Notice**

### **Hybrid Info day on the 2024 Calls for proposals**

**31 January and 1 February 2024**

#### **1. INTRODUCTION**

This data protection notice explains why we process, how we collect, handle and ensure protection of personal data collected in the context of the Hybrid Info day 2024, dedicated to the calls for proposals for 2024, organised by the Agri-Food promotion, Environmental Observation and Innovative Governance Unit of the European Research Executive Agency (REA).

We provide the following information based on Article 15 of Regulation (EU) 2018/1725<sup>1</sup>.

#### **2. PURPOSE OF THE PROCESSING OPERATION**

The purpose of the processing is the organization of the event **Hybrid Info day on the 2023 Calls for proposals** for potential grant applicants, accessible to participants on site and virtually.

Upon specific consent of the participants – by ticking the relevant box on the registration form – further use of mailing lists produced on the basis of the information provided by applicants with their registration may occur in order to enable the data controller to: share it with the other participating organizations, dispatch anonymous questionnaire for the evaluation of the event by participants, event follow-up, send relevant information concerning the promotion of agricultural products in the form of newsletters. The data are solely collected and further processed for the specific purposes mentioned in this data protection notice and shall not be used for any other purpose.

#### **3. WHAT IS THE LEGAL BASIS FOR PROCESSING YOUR DATA?**

The lawfulness of the processing of personal data for the management of the event is

---

<sup>1</sup> Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L 295, 21.11.2018, p. 39-98).

based on Article 5(1)(a) of the Regulation and Article 5(1)(d) of the Regulation, i.e. on your specific consent.

This processing activity is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in REA by the following legal acts:

- \* Council Regulation (EC) No 58/2003 laying down the statute for executive agencies;
- \* COMMISSION IMPLEMENTING DECISION (EU) 2021/173 of 12 February 2021 establishing the European Climate, Infrastructure and Environment Executive Agency, the European Health and Digital Executive Agency, the European Research Executive Agency, the European Innovation Council and SMEs Executive Agency, the European Research Council Executive Agency, and the European Education and Culture Executive Agency and repealing Implementing Decisions 2013/801/EU, 2013/771/EU, 2013/778/EU, 2013/779/EU, 2013/776/EU and 2013/770/EU;
- \* COMMISSION DECISION C(2021)952 of 12.2.2021 delegating powers to the European Research Executive Agency with a view to the performance of tasks linked to the implementation of Union programmes in the field of Research and Innovation, Research of the Fund for Coal and Steel and Information Provision and Promotion Measures concerning Agricultural Products comprising, in particular, implementation of appropriations entered in the general budget of the Union;
- \* REA Annual Work Programme;
- \* REA External Communication strategy;

You have the right to withdraw your consent at any time, without affecting the lawfulness of the processing based on your consent before withdrawal.

#### **4. WHO IS THE DATA CONTROLLER?**

The controller is the European Research Executive Agency (REA) represented by its Director. The Head of Department whose team organises this particular event is entrusted with collecting and processing of personal data in the capacity of delegated controller. The delegated controller is the Head of Department REA.B who may be contacted via the functional mailbox [REA-AGRI-GRANTS@ec.europa.eu](mailto:REA-AGRI-GRANTS@ec.europa.eu).

#### **5. WHAT PERSONAL INFORMATION DO WE COLLECT, FOR WHAT PURPOSE AND THROUGH WHICH TECHNICAL MEANS?**

For participants, the personal data collected and further processed are: first name, surname, salutation, professional e-mail address, function, mobile phone number.

For speakers, the personal data collected and further processed are: first name, surname, profile, picture, short CV and presentation(s), if provided voluntarily by the speaker.

Photographs/pictures, presentations, live online streaming and/or audio (voice) and video (image) recording of speakers and participants will be also processed.

Some of your personal data (photographs, pictures, video recording and live online streaming, presentations) will be published on the Streaming Service of the European

Commission Website and possibly on REA website.

Participants and speakers who do not agree to photographing, filming and/or use of their image and voice have to inform us, before they complete their registration, at the following email address: [REA-AGRI-GRANTS@ec.europa.eu](mailto:REA-AGRI-GRANTS@ec.europa.eu). The data are collected via the on-line application or at a later stage via e-mail exchange or any other appropriate means.

## **6. WHO HAS ACCESS TO YOUR INFORMATION AND TO WHOM IS IT DISCLOSED?**

Your personal data and the data related to your organization will be shared on a need to know basis with the contractor and its subcontractors that will be organizing the activities on behalf of REA. Also with relevant services of the European Commission involved in the preparation of the event.

When the controller sends information/newsletter to persons, the following message will appear: "You have received this information as you requested to be included in the distribution list. If you do not wish to receive further information, the system will give you the possibility to unsubscribe from the mailing list by clicking on the "unsubscribe" link."

To keep the network of the participants operational, a list of participants will be shared between attendees. The presence list may be shared between participants and distributed to participating organizations, upon specific consent.

As such lists are Commission documents, they fall under the scope of Regulation (EC) 1049/2001<sup>2</sup>. No personal data will be transmitted to parties which fall outside the recipients and the legal framework mentioned.

Data related to the registration to the event and specific match-making sessions to be organized during the Info Day will be accessed by an external contractor who is providing the online tool allowing the registration and match-making sessions to take place. That data will be stored on servers of this external contractor and will abide by the necessary security provisions and to a specific privacy statement. This will be made available on the registration page of that specific event and can already be consulted here: <https://www.b2match.com/privacy-policy>.

In particular, those participants to wish to participate at the match-making sessions shall be asked to state that they agree to disclose their data to other participants registering and to those participating to the match-making event, which is the requirement for their participation at the match making sessions.

## **7. HOW DO WE PROTECT AND SAFEGUARD YOUR INFORMATION?**

The collected personal data and all information related to the above mentioned event are stored on the servers of REA and the servers of DG SCIC, the operations of which abide by the Commission's security decisions and provisions established by the Directorate of Security for this kind of servers and services.

The collected personal data and all information related to the above mentioned event are also stored on the servers of the external contractor which is working for the event. The contractor is bound by a specific contractual clause for any processing operations of your data on behalf of REA / DG SCIC, and by the confidentiality obligations deriving from Regulation 2016/679.

---

<sup>2</sup> Regulation (EC) 1049/2001 of the European Parliament and of the Council of 30 May 2001 regarding public access to European Parliament, Council and Commission documents (OJ L145/43 of 31/05/2001)

## **8. HOW CAN YOU VERIFY, MODIFY OR DELETE YOUR INFORMATION?**

You have the right to access your personal data and the right to rectify, block or delete it in case the data is inaccurate or incomplete. Should you want to verify which personal data is being stored on your behalf by the responsible controller, and have it modified, corrected or deleted, please send an e-mail to the functional mailbox ([REA-AGRI-GRANTS@ec.europa.eu](mailto:REA-AGRI-GRANTS@ec.europa.eu)) by using the Contact Information form and by explicitly specifying your request. The controller shall follow up the request within 1 month and inform the data subject accordingly. According to Article 14(3) of Regulation (EU) 2018/1725, this period may be extended by up to 2 months where necessary, taking into account the complexity and number of requests. The controller will inform you of any such extension within 1 month of receipt of the request, together with the reasons for the delay.

Attention is drawn to the consequences of a delete request, which means that all your contact details will be lost.

## **9. HOW TO WITHDRAW YOUR CONSENT AND THE CONSEQUENCES OF DOING THIS**

In case you decide to withdraw your consent to the following processing activities: sharing of presence lists to participating organisations, dispatch anonymous questionnaire for the evaluation of the event by participants, event follow-up, send relevant information concerning the promotion of agricultural products in the form of newsletters, please contact us at [REA-AGRI-GRANTS@ec.europa.eu](mailto:REA-AGRI-GRANTS@ec.europa.eu) and we will take all steps necessary to stop processing your personal data as soon as possible.

Please note that withdrawing your consent does not affect the lawfulness of any processing based on your consent before this consent is withdrawn. Attention is drawn to the consequences of a delete request, which means that all your contact details will be lost.

## **10. HOW LONG DO WE KEEP YOUR DATA?**

Your personal data will be part of a list of contact details shared internally amongst the staff of the Commission services and REA for the purpose of contacting you in the future in the context of activities of the Commission or REA. The data will be kept for **5 years** after the date of the event. After that date, data shall be deleted.

If you do not agree with REA keeping your data, please contact the Controller at [REA-AGRI-GRANTS@ec.europa.eu](mailto:REA-AGRI-GRANTS@ec.europa.eu) explicitly specifying your request.

## **11. PHOTOS AND VIDEO MATERIALS FROM THE INFO DAY – COPYRIGHT NOTICE**

The Info Day event will be photographed and/or filmed. Full speeches or parts of them may be reused for internal documentation or in any public communication activity. No restriction fee can be requested for any use or reuse of the images.

During virtual events, as a participant, should you wish not to be filmed, please make sure your webcam is disabled.

A photographer and/or a film crew will be present in the conference room to film the event for illustration and information purposes related to the activities or projects of the European institutions and the European Union. The event will be also web streamed and recorded. Recordings will be visible to the public for **2 years**.

## **12. CONTACT INFORMATION**

If you have any queries with regards to the processing of your personal data or concerning any information processed in the context of this event, or on your rights, please contact the support team operating under the responsibility of the Controller, using the following contact information:

European Research Executive Agency (REA)  
REA.B.4 - Agri-Food promotion, Environmental Observation and Innovative Governance  
Boulevard Simon Bolivar 34, 1000 Brussels, Belgium  
Tel.: +32 229-67381  
Email: [REA-AGRI-GRANTS@ec.europa.eu](mailto:REA-AGRI-GRANTS@ec.europa.eu)

For any information related to data protection, you may contact the Data Protection Officer of REA ([REA-DATA-PROTECTION-OFFICER@ec.europa.eu](mailto:REA-DATA-PROTECTION-OFFICER@ec.europa.eu)).

## **13. RECOURSE**

You have the right at any time to submit a complaint to the [European Data Protection Supervisor](#) ([EDPS@edps.europa.eu](mailto:EDPS@edps.europa.eu)).