



EUROPEAN COMMISSION

European Climate, Infrastructure and Environment Executive Agency

Data Protection Notice for the Networking Meeting – LIFE and the PEF – what could be learned from the experience of projects

In accordance with Regulation (EU) 2018/1725 of 23 October 2018 on data protection (hereinafter the Regulation)¹, the European Climate, Infrastructure and Environment Executive Agency (hereafter CINEA) collects your personal data only to the extent necessary to fulfil the precise purpose related to its tasks. The objective of this data protection notice is to inform you about the processing activities related to your personal data.

1. The **controller** is CINEA:

CINEA Unit D.2
Chaussée de Wavre 910
W910 03/011
BE – 1049 Brussels
Person responsible for the processing: Head of Unit D.2
Email: CINEA-LIFE-ENQUIRIES@ec.europa.eu

The processor is VO Europe, and the sub-processors are STANTEC (92 Avenue de Reine Astrid, La Hulpe, Belgium B-1310) and ELMEN EEIG, all of which are contracted by CINEA for this processing.

2. **The purpose** of the processing operation is the organisation of the “Networking Meeting – LIFE and the PEF – what could be learned from the experience of projects” held online using the IDLoom platform provided by VO Europe. It covers:

- Organisation of on-line meetings with project beneficiaries and experts;
- Assistance to the participants for matters related to the event, before, during and after the events;
- Collection of (anonymous) participation statistics.

¹ 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 (OJEU L295/39, 21.11.2018).

3. The **data subjects** concerned by this notice are natural persons participating in the “Networking Meeting – LIFE and the PEF – what could be learned from the experience of projects”.
4. The **categories of personal data** collected and used for the processing operations are:
 - Identification data: first name, last name, position/function, date of birth, nationality;
 - Contact details: telephone, mobile, e-mail, website, street address, post code, country.
5. All **recipients** are on a "need to know" basis: The recipients of your data will be:
 - a. authorised staff of CINEA and the European Commission in charge of the Networking Meeting,
 - b. authorised staff of CINEA's contractor STANTEC, ELMEN E.E.G. and VO Europe, acting as processors, supporting the organisation of the meetings.

In case of audits or proceedings, etc., personal data may be provided to CINEA's Internal Controller, DPO, Legal Sector, etc.

In addition, data may be disclosed to public authorities in accordance with Union and Member State law such as the European Court of Justice or a national judge as well as the lawyers and the agents of the parties in case of a legal procedure, Investigation and Disciplinary Office of the European Commission (IDOC), the competent Appointing Authority in case of a request or a complaint lodged under Articles 90 of the Staff Regulations, European Anti-Fraud Office (OLAF), the Internal Audit Service of the Commission, the Court of Auditors, the European Ombudsman, the European Data Protection Supervisor and the European Public Prosecutor's Office.

6. **Data Subjects rights:**

- You have the right at any time to access, rectify, erase ('right to be forgotten') your personal data or to request for the restriction of it processing;
- You are also entitled to object to the processing of your personal data on grounds relating to your particular situation at any time unless CINEA demonstrates compelling and overriding legitimate grounds or in case of legal claims;

You can exercise your rights by sending an email with the requested change(s) to the controller via the functional mailbox indicated here-above in Section 1. In any cases your data will be modified or removed accordingly and as soon as practicable (maximum within 7 working days).

When processing is based on your consent, you have the right to withdraw your consent at any time, without affecting the lawfulness of the processing before such a withdrawal.

However, in line with Article 25 of the Regulation, the data controller may restrict the rights of the data subjects based on the Decision of the Steering Committee (2020) 26 of 14/10/20 (OJEU L 45 on 9.2.2021, p. 80), in case where such restriction constitutes a measure necessary to safeguard the protection of the data subjects or the rights and freedoms of other data subjects, etc.

7. How does CINEA protect and safeguard your data?

Relevant organisational and technical measures are taken by the Agency to ensure the security of your personal data. Access to your data is restricted on an individual need to know basis and through User-ID and password and can be accessed via authentication system. Your data resides on the servers of the European Commission, which abide by strict security measures implemented by DG DIGIT to protect the security and integrity of the relevant electronic assets. CINEA is also bound by Commission Decision 2017/46 of 10/1/17 on the security of communications & information systems in the EC.

The processing of your data will not include automated decision-making.

The personal data and all information collected is also stored on the servers of the processors, which have secured data management systems. The processors are bound by specific contractual clauses for any processing operations of your personal data on behalf of the data controller. The processors have put in place appropriate technical and organisational measures to ensure the required level of security.

For the purpose of hosting this virtual meeting IDLoom platform will be used, which enables the configuration of the cookie banner that informs visitors about the use of cookies. This banner includes a link to the cookie policy and to the option of Agree/Decline the described cookies.

For more information please consult their privacy statements :

- [STANTEC Data Protection Policy](#)
- [VO Europe Data Protection Policy](#)
- [ELMEN EEIG Data Protection Policy](#)
- [IDLoom Data Protection Policy](#)

Your personal data will not be transferred to third countries or international organisations. To be noted that for this process no tracking tool will be used.

8. The legal basis for the processing are:

- Council Regulation 58/2003 of 19 December 2002, laying down the Statute for executive agencies to be entrusted with certain tasks in the management of EU programmes;
- Commission Implementing Decision (EU) 2021/173 of 12 February 2021 establishing the European Climate, Infrastructure and Environment Executive Agency, and repealing Implementing Decisions 2013/801/EU,;
- Commission Decision C(2021)947 of 12 February 2021 delegating powers to the European Climate, Infrastructure and Environment Executive Agency² ;

² With a view to the performance of tasks linked to the implementation of Union programmes in the field of transport and energy infrastructure; climate, energy and mobility research and innovation; environment, nature and biodiversity; transition to lowcarbon technologies; and maritime and fisheries; comprising, in

- Regulation (EU) 2021/783 of the European Parliament and of the Council of 29 April 2021 establishing a Programme for the Environment and Climate Action (LIFE), and repealing Regulation (EU) No 1293/2013.

7. The **time limits for keeping** the data are the following:

In accordance with the 2022 Commission Retention List the retention period is 2 years for website related data. **Your data** will remain in the contractor's database for a maximum period of **5 years** after the end of the meetings. Data will be deleted at the end of this period.

8. Contact information

In case you have any questions about the collection/processing of your personal data, you may contact the data controller who is responsible for this processing activity by using the email address mentioned here above in Section 1 by indicating *LIFE and PEF Data protection notice* in the subject.

You may contact at any time the Data Protection Officer of the Agency at CINEA-DPO@ec.europa.eu. You have the right to have recourse at any time to the European Data Protection Supervisor (EDPS) at <https://edps.europa.eu>.

particular, implementation of appropriations entered in the general budget of the Union and those stemming from external assigned revenue.