



EUROPEAN INNOVATION COUNCIL AND SMES  
EXECUTIVE AGENCY (EISMEA)

Department I - Innovation ecosystems, SMP / Entrepreneurship and Consumers  
Unit I-02 SMP / COSME Pillar  
Sector I-02-3. Entrepreneurship & Clusters

**Data Protection Notice for action GRO/SME/20/C/013 service contract  
EASME/2021/OP/0001**

**Questionnaire for advisors/mentors**

**Your personal data** is processed in accordance with Regulation (EU) No 2018/1725<sup>1</sup> on the protection of individuals with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data.

**The data controller** of the processing operation is Head of Unit I.0.2 of the European Innovation Council and SMEs Executive Agency (EISMEA).

The following **entities process** your personal data on our behalf: AARC, EHV, Eurochambres, and FFR.

**The legal basis** for the processing activities are:

- Article 5(1)(a) of Regulation (EU) 2018/1725 because processing is necessary for the performance of a **task carried out in the public interest** (or in the exercise of official authority vested in the Union institution or body)<sup>2</sup> [or necessary for the management and functioning of the Union institution and body<sup>3</sup>] laid down in Union law;
- Article 5(1)(b) of Regulation (EU) 2018/1725 because processing is necessary for **compliance with a legal obligation** to which the controller is subject laid down in Union law;
- Article 5(1)(d) of Regulation (EU) 2018/1725 based on **your explicit prior consent** for your non-mandatory personal data indicated below.

**The purpose(s)** of this processing are to select experts to support the project actions.

**The following of your personal data are collected:** *your first name, last name, gender, age, title, function, (professional / personal) e-mail, phone number, and nationality.* All personal data are **mandatory** for the purpose(s) outlined above.

In addition, the following **non-mandatory** personal data are collected: *your photo for testimonials, your image (during recording sessions) for promotional purposes, and your*

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<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 L295/39 of 21.11.2018).

<sup>2</sup> *EISMEA Establishment Act*: 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 (OJ L 50/9 of 15.2.2021)

*LinkedIn profile to verify the professional background* and can only be processed based on your explicit prior consent<sup>4</sup>.

**The recipients** of your personal data will or may be *authorised staff of Agency or Commission contractors including the consortium partners (AARC, EHV, Eurochambres, and FFR.)* and bodies in charge of monitoring or inspection tasks in application of Union or national law (e.g. internal audits, Court of Auditors, European Anti-fraud Office (OLAF), law enforcement bodies).

Your personal data **will not be transferred** to third countries or international organisations.

The processing of your data will **not include automated decision-making** (such as profiling).

Data will be centralized and safeguarded in Europe and only the members of the consortium will have access to it.

**Your personal data** will be kept for a maximum period of **5** years from the delivery and final payment]. Data will be *manually* deleted at the end of this period.

The personal data may be further processed for statistical purposes. The further retention time for this purpose will be 25 years.

**You have the right** to access your personal data and to request your personal data to be rectified, if the data is inaccurate or incomplete; where applicable, you have the right to request restriction or to object to processing, to request a copy or erasure of your personal data held by the data controller. If processing is based on your consent, you have the right to withdraw your consent at any time, without affecting the lawfulness of the processing based on your consent before its withdrawal.

Your request to exercise one of the above rights will be dealt with without undue delay and within **one month**.

Your right to information, access, rectification, erasure, restriction or objection to processing, communication of a personal data breach or confidentiality of electronic communications may be restricted only under certain specific conditions as set out in the **applicable Restriction Decision** in accordance with Article 25 of Regulation (EU) 2018/1725.

If you have **any queries** concerning the processing of your personal data, you may address them to the entity acting as data processor coordinator via: [aarc@aarconsultancy.com](mailto:aarc@aarconsultancy.com) or directly to the data controller (email address of the HoU or EISMEA DPO)

**You shall have the right** of recourse at any time to the EISMEA Data Protection Officer at [EISMEA-DPO@ec.europa.eu](mailto:EISMEA-DPO@ec.europa.eu) and to the European Data Protection Supervisor at <https://edps.europa.eu>.

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<sup>4</sup> *Processing of non-compulsory personal data can only be based on consent and individual tick boxes have to be provided when data is collected to document the consent.*