



EUROPEAN COMMISSION

PROTECTION OF YOUR PERSONAL DATA

This privacy statement provides information about the processing and the protection of your personal data.

Processing operation: Processing of inputs related to the EDMO Guidelines for Effective Media Literacy Initiatives: i) proposal of initiatives demonstrating good practice related to the principles; ii) proposal of resources; iii) endorsement to the guidelines; iv) suggestions of changes to the guidelines text.

Data Controller: European Commission, Directorate-General for Communications Networks, Content and Technology (DG CONNECT), Unit I.4: Media Convergence and Social Media

Record reference: DPR-EC-02631.2

Data processors:

- 1) European University Institute , Via dei Roccettini 9, 50014 San Domenico di Fiesole – Firenze, Italy;
- 2) Athens Technology Center SA, 10 Rizariou street, Chalandri, 15233, Athens, Greece;
- 3) MEDEA : MEDIA & LEARNING ivzw, Leuvensesteenweg 132, 3370 Roosbeek, Belgium.

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1. Introduction

The European Commission (hereafter ‘the Commission’) is committed to protect your personal data and to respect your privacy. The Commission collects and further processes personal data pursuant to [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 (repealing Regulation (EC) No 45/2001).

This privacy statement explains the reason for the processing of your personal data, the way we collect, handle and ensure protection of all personal data provided, how that information is used and what rights you have in relation to your personal data. It also specifies the contact details of the responsible Data Controller with whom you may exercise your rights, the Data Protection Officer and the European Data Protection Supervisor.

The information in relation to processing operation DPR-EC-02631.2– Management of contact points to gather feedback on EDMO Guidelines for effective media literacy initiatives on behalf of DG CONNECT Unit I4: Media Convergence and Social Media is presented below.

2. Why and how do we process your personal data?

Purpose of the processing operation: DG CONNECT Unit I4: personal data are processed for the implementation of specific tasks of the service contract of the European Digital Media Observatory, namely to collect feedback and suggestions on the EDMO Guidelines for effective media literacy initiatives (available [here](#))

More specifically, data processing activities are carried out during the process of collecting the following feedback from interested stakeholders: a) Propose an initiative that demonstrates good practice related to one of the 12 principles in the Guidelines; b) Propose a resource that could be cited and linked to alongside the guidelines; c) Endorse the guidelines through their organisation; d) Suggest changes to the guidelines text

3. On what legal ground(s) do we process your personal data

We process your personal data, because:

(a) The Union law which is the basis for the processing based on Article 5(1)(a) of Regulation (EU) 2018/1725 is the Digital Europe Work Programme 2021-2022.

(b) processing is necessary for the performance of a task carried out in the public interest on the basis of Article 5(1)(a);

(c) processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract on the basis of Article 5(1)(c);

We process your personal data on the above-mentioned basis of Article 5 of Regulation 2018/1725 for the purpose specified in Section 2.

4. Which personal data do we collect and further process?

In order to carry out this processing operation, the data controller collects the following categories of personal data:

- *name and surname,*

- *e-mail address*
- *name of the organization for which the candidates work*
- *country of the organization*

5. How long do we keep your personal data?

The personal data for the whole duration of the program, which from the starting day must not exceed **30 months**.

6. How do we protect and safeguard your personal data?

All personal data in electronic format (e-mails, documents, databases, uploaded batches of data, etc.) are stored either on the servers of the European Commission or of its contractors. All processing operations are carried out pursuant to the [Commission Decision \(EU, Euratom\) 2017/46](#) of 10 January 2017 on the security of communication and information systems in the European Commission.

In order to protect your personal data, the Commission has put in place a number of technical and organisational measures. Technical measures include appropriate actions to address online security, risk of data loss, alteration of data or unauthorised access, taking into consideration the risk presented by the processing and the nature of the personal data being processed. Organisational measures include restricting access to the personal data solely to authorised persons with a legitimate need to know for the purposes of this processing operation.

The Commission's processors (contractors) are bound by a specific contractual clause for any processing operations of your personal data on behalf of the Commission. The processors have to put in place appropriate technical and organisational measures to ensure the level of security, required by the Commission.

7. Who has access to your personal data and to whom is it disclosed?

Access to your personal data is provided to the Commission staff responsible for carrying out this processing operation and to authorised staff according to the "need to know" principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

The personal data will be communicated to Relevant team members of the EDMO consortium, the members of the external Assessment Committee and the members of the EDMO Governance Body.

Please note that pursuant to Article 3(13) of the Regulation, public authorities (e.g. Court of Auditors, EU Court of Justice) which may receive personal data in the framework of a particular inquiry in accordance with Union or Member State law shall not be regarded as recipients. The further processing of those data by those public authorities shall be in compliance with the applicable data protection rules according to the purposes of the processing.

The information we collect will not be given to any third party, except to the extent and for the purpose we may be required to do so by law.

8. What are your rights and how can you exercise them?

You have specific rights as a 'data subject' under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725, in particular the right to access, your personal data and to rectify them in case your personal data are inaccurate or incomplete. Where applicable, you have the right to erase your

personal data, to restrict the processing of your personal data, to object to the processing, and the right to data portability.

You have the right to object to the processing of your personal data, which is lawfully carried out pursuant to Article 5(1)(a), on grounds relating to your particular situation.

You can exercise your rights by contacting the Data Controller, or in case of conflict the Data Protection Officer. If necessary, you can also address the European Data Protection Supervisor. Their contact information is given under Heading 9 below.

Where you wish to exercise your rights in the context of one or several specific processing operations, please provide their description (i.e. their Record reference(s) as specified under Heading 10 below) in your request.

9. Contact information

- The Data Controller

If you would like to exercise your rights under Regulation (EU) 2018/1725, or if you have comments, questions or concerns, or if you would like to submit a complaint regarding the collection and use of your personal data, please feel free to contact the Data Controller, CNECT-I4@ec.europa.eu

- The Data Protection Officer (DPO) of the Commission

You may contact the Data Protection Officer (DATA-PROTECTION-OFFICER@ec.europa.eu) with regard to issues related to the processing of your personal data under Regulation (EU) 2018/1725.

- The European Data Protection Supervisor (EDPS)

You have the right to have recourse (i.e. you can lodge a complaint) to the European Data Protection Supervisor (edps@edps.europa.eu) if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data by the Data Controller.

10. Where to find more detailed information?

The Commission Data Protection Officer (DPO) publishes the register of all processing operations on personal data by the Commission, which have been documented and notified to him. You may access the register via the following link: <http://ec.europa.eu/dpo-register>.

This specific processing operation has been included in the DPO's public register with the following Record reference: DPR-EC-02631.2 - Management of contact points for, and endorsement of, DG CONNECT programmes, projects and policies