



## Innovation and Networks Executive Agency

### Specific Privacy Statement for data subjects involved in grant award procedures

Regulation (EC) N° 45/2001 (herein after "the Regulation") applies to the processing of personal data carried out in the process of management of calls for proposals and award of grants relating to the implementation of EU funded programmes for which the implementation is entrusted to the Agency<sup>1</sup>.

Further to Articles 11 and 12 of this Regulation, the Agency provides the data subjects with the following information:

1. The **controller** is the Agency:
  - a. Programme Support, Coordination & Communication Unit R01
  - b. Person designated as being in charge of the processing operation: the Head of Unit
  - c. Email: [INEA@ec.europa.eu](mailto:INEA@ec.europa.eu)
2. The purpose of the processing is to enable INEA to ensure the management and administration of grant procedures relating to the programmes which fall under its competence.  
It should be noted that proposals submitted by natural persons are not eligible. Hence the personal data handled under this processing concern mainly the data relating to the natural persons who are the legal representatives or the contact persons of the entities involved in the grant award procedure (applicants, selected beneficiaries, coordinating applicant, affiliated entities, implementing bodies, etc...)
3. The **categories of data** collected and used for the processing operations are:
  - Names;
  - Function;
  - Contact details (e-mail address, business telephone/GSM numbers fax number, business postal address, company and department, country of business, internet address);
  - Expertise & technical skills, which are included in the proposals as regards the staff involved in the project (e.g.: languages, educational background, professional experience, etc.).
4. The **recipients** of the data are on a "need to know" basis:
  - Staff of the Agency's evaluation team, operational and financial units and the legal team participating in the evaluation of the proposals and to the following management of grant decisions or agreements after the award;
  - Bodies in charge of a monitoring or an inspection task in application of Union law (e.g. internal audit, IAS, Court of Auditors);
  - External Experts in charge of the evaluation of the proposals;

<sup>1</sup> With the exception of the Horizon 2020 programme which is subject to a specific privacy statement on the participant portal.

#### Innovation and Networks Executive Agency (INEA)

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- Staff of the relevant unit(s) of the Parent DG(s);
  - The Translation Service of the Commission if the application is not provided in English by the applicant and has to be requested by the Agency;
  - In case of proceedings:
    - OLAF;
    - The European Court of Justice, as well as the lawyers and the agents of the parties in case of a legal procedure;
    - The European Ombudsman;
    - The European Data Protection Supervisor.
5. You have the **right of access and the right to rectify** the data concerning you by contacting the person designated as being in charge of the processing operation (see section 1 above).
6. The legal basis of the processing operation at stake 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;
  - Regulation (EC) n° 1653/2004 of 21 September 2004 on a standard Financial Regulation for the executive agencies pursuant to Council Regulation (EC) n° 58/2003 of 19 December 2002 laying down the statute for executive agencies to be entrusted with certain tasks in the management of Community programme;
  - Commission Decision 2013/801/EU of 23 December 2013 establishing the Innovation and Networks Executive Agency and repealing Decision 2007/60/EC establishing the Trans-European Transport Network Executive Agency as amended by Decision 2008/593/EC;
  - Commission Decision C (2013) 9235 of 23 December 2013 delegating powers to the Innovation and Networks Executive Agency with a view to the performance of tasks linked to the implementation of Union programmes in the field of transport, energy and telecommunications infrastructure and in the field of transport and energy research and innovation comprising, in particular, implementation of appropriations entered in the general budget of the Union;
  - Regulation (EC, Euratom) N° 966/2012 of 25 October 2012 on the financial rules applicable to the general budget of the Union and repealing Council Regulation (EC, Euratom) No 1605/2002;
  - Commission Delegated Regulation (EU) No 1268/2012 of 29 October 2012 on the rules of application of Regulation No 966/2012.
7. The **time limits for storing** the data are the following:
- In accordance with the 2012 Retention List of the Commission:
- Files relating to the grant award procedure (evaluation of applications for grants and selection of projects for financing) are retained for a period of 10 years following the award decision;
  - Files relating to unsuccessful application are kept only for three years following the award decision;
  - Files relating to the management of grant agreements and decisions are kept by for a period of 10 years following the closure of the file (after final payment, de-commitment, etc.: ).
8. You may contact at any time the Data Protection Officer of the Agency ([INEA-DPO@ec.europa.eu](mailto:INEA-DPO@ec.europa.eu)) You have the right to have recourse at any time to the European Data Protection Supervisor ([edps@edps.europa.eu](mailto:edps@edps.europa.eu)).