

Specific Privacy Statement

Survey "Interim evaluation of the European Progress Microfinance Facility"

1. Objective

The scope of the evaluation is to receive the views of stakeholders or people concerned by the topic of the European Progress Microfinance Facility¹ and potentially to publish them on the Internet, under the responsibility of the Head of the Unit C2 Sectorial Employment Challenges, Youth Employment and Entrepreneurship, Directorate-General Employment, Social Affairs and Equal Opportunities, acting as the Controller.

As this online service collects and further processes personal data, Regulation (EC) 45/2001, of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data, is applicable.

2. What personal information do we collect and through which technical means?

Personal data and their purpose

The personal data collected and further processed are data necessary for the participation in the survey such as name/surname/profession/e-mail addresses/phone number, including their views on the topics concerned.

The processing operations on personal data linked to the organisation and management of this survey are necessary for the management and functioning of the Commission, as mandated by the Treaties, and more specifically articles 5, 7 and 211 - 219 of the EC Treaty.

Technical information

The online survey will be conducted by means of a survey application written in Java and based on a Microsoft SQL database, <http://www.surveymxact.com/>. This survey application is physically located at Nianet A/S, Denmark and operated by Ramboll Management Consulting A/S (RMC).

RMC have put in place several measures to protect the (personal) data of the participants to the online survey:

- The survey will be accessible via a generic link, which will be the same for all the survey-takers. In order to ensure the total anonymity of the survey-takers no token, survey login or password will be used;
- RMC have obtained a Secure Sockets Layer-certificate (SSL-certificate) for the website on which the online survey will be hosted. The SSL-certificate is integrated into the website to protect secure information of people taking the survey. The SSL technology shields the data of survey takers before it is transmitted over the internet to RMC.

¹ Decision No 283/2010/EU

<http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2010:087:0001:0005:EN:PDF>

- The data obtained from the online survey will be stored in the Survey Application in a separate area to which only the Project Manager and the Consultant(s), responsible for the online survey and analysis have access;
- Each staff-member will be provided with a unique password and username to access the survey application.
- The survey application and all data obtained from the online survey is backed-up daily in order to prevent a loss of data in case of technical problems.

3. Who has access to your information and to whom is it disclosed?

The access to all personal data as well as all information collected in the context of this evaluation is only granted through UserId/Password to a defined population of users, without prejudice to a possible transmission to the bodies in charge of a monitoring or inspection task in accordance with Community legislation. These users typically are members of DG EMPL, DG JRC, and DG EMPL's subcontractor Ramboll Management Consulting A/S, acting as processor.

No personal data is transmitted to parties that are outside the recipients and the legal framework mentioned.

The European Commission will not share personal data with third parties for direct marketing.

4. How do we protect and safeguard your information?

The collected personal data and all information related to the above mentioned survey is stored on a computer of the external contractor, acting as processor, who has to guarantee the data protection and confidentiality required by the Regulation (EC) 45/2001.

5. How can you verify, modify or delete your information?

In case you want to verify which personal data is stored on your behalf by the responsible controller, have it modified respectively corrected or deleted, please contact the Controller by using the Contact Information below and by explicitly specifying your request.

6. How long do we keep your data?

Your personal data will remain in the database until the results have been completely analysed and will be rendered anonymous when they have been usefully exploited, and at the latest after 5 years from the end of the evaluation. The retention time for RMC is one year.

7. Contact Information

In case you wish to verify which personal data is stored on your behalf by the responsible controller, have it modified, corrected, or deleted, or if you have questions regarding the *survey*, or concerning any information processed in the context of the *survey*, or on your rights, feel free to contact the support team, operating under the responsibility of the Controller, using the following contact information:

Unit C/2 – Sectoral Employment challenges, Youth Employment and Entrepreneurship. Tel: +32 (0)2 29 57068 -EMPL-C2-UNIT@ec.europa.eu

8. Appeal

Complaints, in case of conflict, can be addressed to the [European Data Protection Supervisor](#).