CONTINUOUSLY OPEN CALL FOR APPLICATIONS FOR
THE SELECTION OF OBSERVERS OF
THE COMMISSION EXPERT GROUP ON FERTILISING PRODUCTS

1. Background
The Commission expert group on Fertilising Products (previously the Fertilisers Working Group) is an informal group of experts assisting the Directorate-General Internal Market, Industry, Entrepreneurship and SMEs (‘DG GROW’).

Over the years, this group has provided for advice and expertise in relation to the implementation of Regulation (EC) No 2003/2003 of the European Parliament and of the Council of 13 October 2003 relating to fertilisers, and ensures coordination and cooperation between the Commission and Member States in that regard.

It has also provided expertise and policy orientation in particular for the preparation of a proposal for a revised Regulation in the field of fertilisers.

On 5 June 2019, the European Parliament and the Council adopted Regulation (EU) 2019/1009 laying down rules on the making available on the market of EU fertilising products. The new Regulation brings important changes in the field and attributes new tasks to the Commission, such as different empowerments to adopt delegated acts. It also repeals Regulation 2003/2003 with effect from 16 July 2022.

The group provides support with the implementation and policy development of both Regulation (EC) No 2003/2003 and Regulation (EU) 2019/1009. It supports DG GROW with the cooperation with Member States and stakeholders in that area. The group also assists DG GROW with the early preparation of implementing acts and expresses opinions on draft delegated acts.

DG GROW is calling for applications with a view to selecting observers in the group.

2. Features of the Group

2.1. Tasks
The group’s tasks are:

(a) to assist DG GROW in the preparation of legislative proposals and policy initiatives in the field of fertilising products;

(b) to assist DG GROW in the preparation of delegated acts;

(c) to establish cooperation and coordination between DG GROW and Member States or stakeholders on questions relating to the implementation of Union legislation, programmes and policies in the field of fertilising products, in particular concerning

Regulations (EC) No 2003/2003 and (EU) 2019/1009 and the implementing and delegated Regulations adopted based on the latter;

(d) to assist DG GROW in the early preparation of implementing acts, before submission to the committee in accordance with Regulation (EU) No 182/2011;

(e) to bring about an exchange of experience and good practice in the field of fertilising products.

2.2. COMPOSITION

The group consists of Member States’ authorities as members, as well as observers. There are already 20 observer organisations, as well as 4 third country observers and 1 other public entity observer.

Members and observers shall nominate their representative in the group and shall be responsible for ensuring that their representatives provide a high level of expertise. DG GROW may refuse the nomination of a representative by an organisation if it considers this nomination inappropriate in light of the requirements specified in chapter 4 of this call. In such case, the organisation concerned shall be asked to appoint another representative.

2.3. APPOINTMENT

DG GROW may grant observer status in the group to:

(a) International or European trade and business associations, non-governmental organisations and trade unions (hereafter referred to as ‘organisations’) as a result of this call for applications;

(b) Public entities other than Member States’ authorities, such as third countries' authorities, including candidate countries’ authorities, Union bodies, offices or agencies and international organisations, by direct invitation.

Organisations referred to in point 2.3 (a) shall be appointed as observers by the Director General of DG GROW until the next end of term for existing observers from applicants complying with the requirements referred to in chapter 4 of this call.

All organisations which had an observer status in the Fertilisers Working Group on 15 August 2019, as listed in the Register of Commission expert groups and other similar entities (‘the Register of expert groups’), will maintain their observer status in the group without any additional formalities until 31 December 2020. As of 1 January 2021, the term of office for all observers shall end every two years starting from that date.

As a rule, the term of office shall be renewed automatically. DG GROW may decide that there is a need to reassess the observer status for all organisations in the group. In such a case, at least six months in advance to the end of a term, DG GROW shall inform organisations with observer status that their status will not be automatically renewed and request all interested organisations to submit new applications based on this continuously open call for applications within a deadline of three months. DG GROW will reassess all the applications received and will decide which organisations will receive observer status for a period of two years starting after the end of that term.

Observers who are no longer capable of contributing effectively to the group’s work, who, in the opinion of DG GROW, do not comply with the conditions set out in Article 339 of the Treaty on the Functioning of the European Union or who resign, shall no longer be invited to participate in any meetings of the group and may be replaced for the remainder of their term of office.

2.4. OPERATION OF THE GROUP
The group is chaired by a representative of DG GROW.

The group shall act at the request of its Chair, in compliance with the Commission decision of 30.05.2016 establishing horizontal rules on the creation and operation of Commission expert groups (‘the horizontal rules’).³

In principle, the group shall meet 2 times per year on Commission premises in order to discuss different issues concerning the EU legislation on fertilising products. DG GROW provides secretarial services.

Members and observers, as well as their representatives, should be prepared to attend meetings systematically, to contribute actively to discussions in the group, to be involved in preparatory work ahead of meetings, to examine and provide comments on documents under discussion, and to act, as appropriate, as 'rapporteurs' on ad hoc basis.

Working documents shall be drafted in English and meetings shall also be conducted in this language.

Discussions will take the form of an informal exchange of opinions, and it is not expected that a consolidated opinion or recommendation by the group will often be sought. Should that nevertheless occur, consensus will be sought as far as possible when the group will adopt its opinions, recommendations or reports. In the event of a vote, the outcome of the vote shall be decided by simple majority of the members. Members that have voted against or abstained shall have the right to have a document summarising the reasons for their position annexed to the opinions, recommendations or reports.

Observers may be permitted by the Chair to take part in the discussions and provide expertise. However, they shall not have voting rights and shall not participate in the formulation of recommendations or advice of the group or sub-group.

In agreement with the DG GROW, the group may, by simple majority of its members, decide that deliberations shall be public.

Participants in the activities of the group shall not be remunerated for the services they offer. Travel expenses incurred by participants in the activities of the group shall be reimbursed by the Commission. Reimbursement shall be made in accordance with the provisions in force within the Commission and within the limits of the available appropriations allocated to the Commission departments under the annual procedure for the allocation of resources.

The members of the group and their representatives, as well as invited experts and observers, are subject to the obligation of professional secrecy, which by virtue of Article 339 of the Treaty on the Functionning of the European Union and its implementing rules, applies to all members of the institutions and their staff, as well as to the Commission's rules on security regarding the protection of Union classified information, laid down in Commission Decisions (EU, Euratom) 2015/443⁴ and 2015/444⁵. Should they fail to respect these obligations, the Commission may take all appropriate measures.

On a proposal by and in agreement with DG GROW the group shall adopt its rules of procedure on the basis of the standard rules of procedure for expert groups.

DG GROW may invite experts with specific expertise with respect to a subject matter on the agenda to take part in the work of the group on an ad hoc basis.

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³ C(2016) 3301.
DG GROW may set up sub-groups for the purpose of examining specific questions on the basis of terms of reference defined by DG GROW. Sub-groups shall operate in compliance with the horizontal rules and shall report to the group. They shall be dissolved as soon as their mandate is fulfilled. The members of sub-groups that are not members of the group shall be selected via a public call for applications.

### 2.5. Transparency

The group is registered in the Register of expert groups.

As concerns the composition of the group and sub-groups, DG GROW shall publish on the Register of expert groups the name of public entities other than Member States’ authorities, the name of observers and the interest they represent, as well as the name of individuals appointed in a personal capacity and the name of individuals appointed to represent a common interest and the interest they represent.

DG GROW shall make available all relevant documents, including the agendas, the minutes and the participants’ submissions, *via a link from the Register to a dedicated CircABC page*. Access to the dedicated CircABC page shall not be submitted to user registration or any other restriction. In particular, DG GROW shall ensure publication of the agenda and other relevant background documents in due time ahead of the meeting, followed by timely publication of minutes. Exceptions to publication shall only be foreseen where it is deemed that disclosure of a document would undermine the protection of a public or private interest as defined in Article 4 of Regulation (EC) No 1049/2001.6

Personal data shall be collected, processed and published in accordance with Regulation (EU) 2018/1725.7

### 3. Application procedure

Interested organisations are invited to submit their application to DG GROW, at the following functional mailbox: GROW-fertilising-products@ec.europa.eu.

Applications must be completed in one of the official languages of the European Union. However, applications in English would facilitate the evaluation procedure. If another language is used, it would be helpful to include a summary of the application in English.

Organisations shall indicate the name of persons proposed as their representative(s) in the group.

An application will be deemed admissible only if it includes the documents referred to below. All documents submitted by applicants should be duly filled in, legible, signed and numbered sequentially.

**Supporting documents**

Each application shall include the following documents:

- a cover letter explaining the applicant's motivation for answering this call and stating what contribution the applicant could make to the group;

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- a classification form following the template in Annex I;
- a selection criteria form duly filled in documenting how the applicant fulfills the selection criteria listed in chapter 4 of this call (template in Annex II);
- documents concerning the role of the organisation, its mission and constituent members;
- for persons indicated by organisations as their representatives, a curriculum vitae (CV), preferably not exceeding three pages. All CVs shall be submitted in the European format (https://europass.cedefop.europa.eu/en/documents/curriculum-vitae/templates-instructions);

Additional supporting documents (e.g. publications) may be requested at a later stage.

**Deadline for application**

This call shall remain open. Applications can be sent by email at any time.

4. **Selection criteria**

DG GROW will take the following criteria into account when assessing applications:

The organisation:

- is an international or European trade and business association representing national or regional organisations or companies or an NGO or a trade union;
- has a wide geographical representation including members from several Member States;
- has a specific profile or competence with regard to fertilising products, preferably also at European and/or international level;
- preferably is registered in the Transparency Registry;

The representative(s) proposed:

- has (have) proven techno-scientific competence and experience in the field of fertilising products, preferably also at European and/or international level;
- is (are) of an appropriate hierarchical level;
- has (have) a good knowledge of English allowing active participation in the discussions.

5. **Selection procedure**

DG GROW shall assess the applications received against the selection criteria listed in chapter 4 of this call and the needs of the group at the moment the application is submitted. It shall communicate whether observer status can be granted, and if so, the next end of term for observers.

When appointing observers in the group, DG GROW shall aim at ensuring, as far as possible, a high level of expertise, as well as a balanced representation of relevant know how and areas of interest, while taking into account the specific tasks of the group, the type of expertise required, as well as the relevance of the applications received.

All applicants are strongly recommended to register in the Transparency Register operated by the European Parliament and the Commission (hereinafter the 'Transparency Register'). DG GROW will take such registration into account as a positive factor, when selecting observers.

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8 To be adapted in light of the group's membership and of the work to be performed.
For any further information please send an e-mail to GROW-fertilising-products@ec.europa.eu

ANNEXES:
- Annex I: Classification form
- Annex II: Selection criteria form
- Annex III: Privacy statement
Annex I - Classification form

To be filled in by applicants, signed and returned with the application

1. Identification data

Name of the organisation: ………………….

Transparency Register identification number\(^9\): ……………

Surname of the representative proposed (multiply if needed): ………………….

First name of the representative proposed (multiply if needed): ………………….

Surname of the person applying on behalf of the organisation: ………………….

First name of the person applying on behalf of the organisation: ………………….

E-mail address (preferably a functional mailbox) where correspondence concerning this application can be sent: ……………

2. This application is made as the following type of organisation: (please select only one option, taking into account the definitions indicated below).

- a) NGOs
- b) European trade and business associations
- c) Trade unions

Definitions for organisation types

NGOs

Non-profit organisations which are independent from public authorities and commercial organisations. Some NGOs are organised around specific issues, such as environment, consumer affairs, health and human rights.

European trade and business associations

Private bodies representing the interests of national or regional associations or of companies operating in the business sector carrying out activities involving advocacy, lobbying, promotion, public affairs and relations with public authorities.

Trade unions

\(^9\) Although we encourage applicants to register in the Transparency Register, it is not mandatory to do so in order to be appointed as observer of an expert group. If your organisation is registered, please use exactly the same name used when registering in the Transparency Register.
Organisations of workers. The most common activities performed by trade unions include the negotiation of wages, work rules, rules governing hiring, firing and promotion of workers.

3. The applicant shall represent the following interest: (please select one or more options, taking into account the definitions indicated below):

- a) Civil society
- b) Industry
- c) SMEs
- d) other (please specify):

Definitions for interests represented

Civil society

Civil society can be defined as the aggregate of non-governmental organisations and institutions that manifest interests and will of citizens or as individuals and organisations in a society which are independent of the government.

Industry

Companies and groups of companies whose number of employees and turnover or balance sheet total are higher than the ones of SMEs (see below).

SMEs


The main factors determining whether a company is an SME are:

1. number of employees and
2. either turnover or balance sheet total.

<table>
<thead>
<tr>
<th>Company category</th>
<th>Employees</th>
<th>Turnover or Balance sheet total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medium-sized</td>
<td>&lt; 250</td>
<td>≤ € 50 m ≤ € 43 m</td>
</tr>
<tr>
<td>Small</td>
<td>&lt; 50</td>
<td>≤ € 10 m ≤ € 10 m</td>
</tr>
<tr>
<td>Micro</td>
<td>&lt; 10</td>
<td>≤ € 2 m ≤ € 2 m</td>
</tr>
</tbody>
</table>

These ceilings apply to the figures for individual firms only. A firm which is part of larger grouping may need to include employee/turnover/balance sheet data from that grouping too.

Other interest

Interest which is not possible to classify in any other category.
4. Please select one or more policy areas in which your organisation operate(s):

☐ Agriculture
☐ Climate
☐ Economy
☐ Energy
☐ Environment
☐ Forestry
☐ Industry
☐ Innovation
☐ Natural resources
☐ Public affairs
☐ Raw materials
☐ Research
☐ Sustainable Development
☐ Trade
☐ Other (please explain)

Date: ....................

Signature ....................
Annex II: Selection criteria form

To be filled in by all applicants, signed and returned with the application

Identification data:

Name of the organisation: ………………….
Surname of the person applying on behalf of the organisation: ………………….
First name of the person applying on behalf of the organisation: ………………….

Applicants are requested to describe how they fulfil the selection criteria listed in this call.

<table>
<thead>
<tr>
<th>The organisation:</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>is an international or European trade and business association representing national or regional organisations or companies or an NGO or a trade union</td>
<td></td>
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<tr>
<td>has a wide geographical representation including members from several Member States</td>
<td></td>
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<tr>
<td>has a specific profile or competence with regard to fertilising products preferably also at European and/or international level</td>
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<tr>
<td>preferably is registered in the Transparency Register</td>
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<tr>
<td>Other comments:</td>
<td></td>
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</tbody>
</table>

<table>
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<th>The representatives:</th>
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<td>have proven techno-scientific competence and experience in the field of fertilising products, preferably also at European and/or international level</td>
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<tr>
<td>have a good knowledge of English allowing active participation in the discussions</td>
<td></td>
</tr>
<tr>
<td>Other comments:</td>
<td></td>
</tr>
</tbody>
</table>

Date: ………………….
Signature ………………….
Annex III: Privacy Statement

PROTECTION OF YOUR PERSONAL DATA

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

Processing operation: DG GROW: Selection of members of Commission expert groups and other similar entities¹⁰ and publication of personal data on the Register of Commission expert groups and other similar entities ("the Register of expert groups").

Data Controller:
- Secretariat-General, Unit G.4 (for the processing operation “Providing a public register of Commission expert groups and other similar entities”, DPR-EC-00656), and
- Directorate-General for Internal Market, Industry, Entrepreneurship and SMEs, Unit D.2 – Chemicals (hereinafter ‘DG GROW Unit D.2’) (for the processing operation “Selection of members of Commission expert groups and other similar entities”, DPR-EC-02633).

Table of Contents
1. Introduction
2. Why and how do we process your personal data?
3. On what legal ground(s) do we process your personal data?
4. Which personal data do we collect and further process?
5. How long do we keep your personal data?
6. How do we protect and safeguard your personal data?
7. Who has access to your personal data and to whom is it disclosed?
8. What are your rights and how can you exercise them?
9. Contact information
10. Where to find more detailed information?

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.

This privacy statement explains the reasons 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, of the Data Protection Officer and of the European Data Protection Supervisor.

This privacy statement concerns the following processing operations:

¹⁰ Provisions included in this privacy statement referring to expert groups equally apply to their sub-groups.
(1) “selection of members of Commission expert groups and other similar entities” undertaken by the Commission department which runs the selection process for your expert group, DG GROW Unit D.2, and which is the Data Controller for the selection process, and

(2) “publication of personal data on the Register of expert groups and other similar entities” undertaken by the Commission, Secretariat-General, Unit G.4 which is the Data Controller together with the Commission department managing your expert group.

As a rule, the selection of expert group members is carried out via public calls for applications, except for Member States’ authorities and other public entities and for certain representative bodies established by Union legislation for advice in specific areas.

The Register of expert groups and other similar entities is a public database containing a list of Commission expert groups and other similar entities and their sub-groups. For each expert group, the Register provides valuable information including personal data on the members of the expert groups, and their alternate, if any, members’ representatives, as well as of the groups’ observers and their representatives. The Register also includes documents that are produced and discussed by expert groups and which can contain personal data.

For the purpose of this privacy statement and the corresponding records, the term “expert groups” describes Commission expert groups in the sense of Article 2(1) of Commission Decision C(2016)330111 and their sub-groups, as well as other similar entities in the sense of Article 2(2) of Commission Decision C(2016)3301 and their sub-groups.

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

Purpose of the processing operations:

The Data Controllers collect and use your personal data to manage Commission expert groups, in particular by selecting their members and observers, and to ensure transparency on expert groups’ membership and activities. In that context, in order to select among the applicants who best fulfil the selection criteria mentioned in the call for applications, Commission services collect and assess personal information of candidate members and observers of the expert groups, of representatives of candidate members and observers, and of immediate family members of candidate members and observers appointed in personal capacity.

Furthermore, Commission services collect and assess personal information of observers and members’ and observers’ representatives of the expert groups which are not selected through a public call for applications.

For candidates, personal data is stored by the Commission service managing the expert group. Some types of personal data of members appointed in personal capacity are made publicly available on the Register of expert groups (as described under Headings 4 and 5 of this privacy statement). The names of the representatives of organisations, Member States and other public entities, as well as the name of specific national departments or other public authority which they represent may also be made publicly available on the Register of expert groups.

Your personal data will not be used for an automated decision-making including profiling.

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

We process your personal data, because processing is necessary for the performance of a task carried out in the public interest (Article 5(1)(a) of Regulation (EU) 2018/1725), since it allows for the

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selection of members of expert groups (individuals appointed as members in a personal capacity, individuals appointed to represent a common interest and organisations) and also increases the transparency on expert groups. Processing is also necessary to comply with a legal obligation to which the controller is subject (Article 5(1)(b) of Regulation (EU) 2018/1725). The Union act for such necessary processing under Article 5(1)(a) and (b) of Regulation (EU) 2018/1725 is Commission Decision C(2016)3301 of 30 May 2016 establishing horizontal rules on the creation and operation of Commission expert groups and in particular Articles 10 and 22 thereof.

As regards, in particular, the declarations of interests filled in by candidate members to be appointed in a personal capacity in expert groups, the processing of personal data serves the public interest of enabling the Commission to verify in the process of selection the experts' independence in providing advice to the Commission. Furthermore, the public disclosure of declarations of interests of those experts once appointed allows for public scrutiny of the interests declared by these experts, which is necessary in order to ensure public confidence in the independence of these experts. The public disclosure of declarations of interests also ensures a high degree of transparency with respect to the membership of expert groups and aims at contributing to fostering the integrity of the experts in question.

Any publication of names of the representatives of organisations, Member States' authorities and other public entities in the Register of expert groups is based on consent (Article 5(1)(d) of Regulation (EU) 2018/1725).

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

In order to carry out these processing operations, the Data Controller may collect the following categories of personal data:

- **Name;**
- **Function;**
- **Contact details (for example, e-mail address, telephone number, mobile telephone number, fax number, postal address, company and department, country of residence, IP address);**
- **Information for the evaluation of selection criteria or eligibility criteria (for example, expertise, technical skills and languages, educational background, professional experience, including details on current and past employment);**
- **Nationality;**
- **Gender;**
- **Interest represented (only for individuals applying to be appointed as members of expert groups or sub-groups representing a common interest shared by stakeholders in a particular policy area and for organisations applying to be appointed as members of expert groups or sub-groups, as well as for their designated representatives);**
- **Information included in the declarations of interests, including personal data of immediate family members as required in the declaration of interests (only for individuals applying to be appointed as members of expert groups or sub-groups in a personal capacity).**

The provision to the Commission service of the personal data required is mandatory to meet a legal requirement of selecting members of expert groups as set in Commission Decision C(2016)3301. In principle, the types of personal data listed above (with the exception of contact details and information for the evaluation of selection criteria or eligibility criteria) are made publicly available on the Register of expert groups, in order to comply with the legal requirement to ensure transparency on the composition and functioning of Commission expert groups. If you do not provide the personal data required, possible consequences are that you will not be considered for selection as a member of an expert group or, if already selected, your membership will be suspended.
With the prior freely given, specific, informed and unambiguous consent of the representatives of organisations, Member States’ authorities and other public entities, their names may also be published on the Register.

5. **How long do we keep your personal data?**

The Data Controller only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing. The following modalities apply:

- The competent Commission services keep personal data submitted to them as part of rejected applications for three years after the end of the selection process and do not process them for other purposes; these personal data are not published on the Register of expert groups.
- The expert group and some types of personal data of its members and observers, as described in Heading 4, are published on the Register of expert groups during the duration of existence of the expert group.
- When an individual is no longer member or observer or representative of a member or observer of an expert group listed in the Register of expert groups, all personal data related to this individual, including a declaration of interests, is removed from the Register and is therefore not public anymore.
- The competent Commission services keep personal data for the period during which the relevant individual is a member or an observer or a representative of a member or of an observer of the group and for five years after the date on which the individual is no longer member or observer or representative of a member or observer of the group.
- When a group is closed down, it remains published in the Register of expert groups for five years, with the indication ‘Closed’. Those types of personal data other than the declarations of interests of members and observers appointed in personal capacity that were published while the group was active remain visible on the Register of expert groups during these five years. On the contrary, the said declarations of interests are removed from the Register after closure of a group and are therefore not public anymore; they are however kept by the competent Commission service for a period of five years after the closure of the group.
- An XML file is created daily with all the information regarding active groups. All versions of this file, showing the situation of the Register of expert groups as of the day it was created, are stored in a file server for 5 years and are not public.

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

Personal data submitted in paper form is stored in the competent Commission service. All personal data in electronic format (e-mails, documents, databases, uploaded batches of data, etc.) are stored either on the servers of the 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.

The Commission’s contractors are bound by a specific contractual clause for any processing operations of your data on behalf of the Commission, and by the confidentiality obligations deriving from the General Data Protection Regulation in the EU Member States (‘GDPR’ Regulation (EU) 2016/679).

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.

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

Access to your personal data collected in the course of the process of selection of members of expert groups is provided to the Commission staff authorised for carrying out this processing operation and to other authorised Commission staff according to the “need to know” principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

Certain personal data collected, as explained in Headings 4 and 5, is publicly available on the Register of expert groups.

The XML files referred to in Heading 5 are only accessible to a reduced number of users in the Secretariat-General (System Owner) and IT development team within the Commission (System Supplier).

Please note that pursuant to Article 3(13) of Regulation (EU) 2018/1725, 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 is inaccurate or incomplete. Under certain conditions, 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 on grounds relating to your particular situation in accordance with Article 23(1) of Regulation (EU) 2018/1725.

As indicated in Heading 4, if you are a representative of an organisation, Member State or another public entity, you may consent to have your name published on the Register of expert groups. You can withdraw your consent at any time by notifying the Data Controller. The withdrawal will not affect the lawfulness of the processing carried out before you have withdrawn the consent.

Finally, and only as regards the publication of your name on the Register of expert groups, you may submit a request to the competent Commission service for a derogation where justified on compelling legitimate grounds in relation to your specific situation (such as the case where the publication of your name on the Register of expert groups could endanger your security or integrity).

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.

Any request for access to personal data will be handled within one month. Any other request mentioned above will be addressed within 15 working days.
9. **Contact information**

- **The Data Controller**

Regarding the personal data collected in the course of the process of selection of the members of the expert groups, 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, please contact DG GROW Unit D.2: GROW-D2@ec.europa.eu.

Likewise, as regards the data published on the Register of expert groups, please contact the corresponding Data Controller Secretariat-General, Unit G4: SG-EXPERT-GROUPS@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](http://ec.europa.eu/dpo-register).

These specific processing operations will be included in the DPO’s public register with the following Record references: DPR-EC-02633 and DPR-EC-00656.