



Erasmus+: Forward Looking Cooperation Projects

Privacy Statement

The Education, Audiovisual and Culture Executive Agency (EACEA) is committed to preserving your privacy. All personal data are dealt with in accordance with Regulation (EC) No 45/2001 on the protection of personal data by the Community institutions and bodies¹.

The following Privacy statement outlines the policies by which the EACEA collects, manages and uses the personal data of the concerned individuals within the Erasmus+: Forward-Looking Cooperation Project Partner Search Tool.

1. Who is responsible for processing your personal data (data controller)?

The following Data Controller is responsible for processing the collected data:

The relevant processing operations thereof are under the responsibility of the following Controller: The Head of Unit Monika Holik of the Education, Audiovisual and Culture Executive Agency.

2. Which personal data are processed?

The data collected when registering [online](#) and further processed are:

- Information about the organisation: including name of organisation, type of organisation, country, organisation contact details and name of representative
- Personal information: name of representative

All completed details received will be included in the Agency's Erasmus+: Forward-Looking Cooperation Project Partner Search Tool partner search database.

3. Why do we process your data?

Collecting personal data for the partner search database enables interested parties to search for potential partners in the context of the Erasmus+: Forward-Looking Cooperation Projects (EACEA 41/2016) calls for proposals.

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

The information is provided by representatives of organisations and other bodies themselves by completing and submitting an online partner search form. This service is run for the Agency by a service provider (Teamwork) under a specific service contract with the Agency. The information is

¹ Regulation (EC) No 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, OJ L8 of 12.1.2001, p. 1.

collected in a database and it is available to Agency personnel and other users (see below) for further processing, under the responsibility of the Data Controller mentioned in point 1.

For the purposes detailed above, access to personal data is given to the following persons, without prejudice to a possible transmission to the bodies in charge of a monitoring or inspection task in accordance with Community law:

Full set of data: Internal authorised Agency staff and staff from the service provider working on behalf of and under the responsibility of the Agency. This data can also be accessed via the Agency's website by users of the tool seeking to identify potential partners in the context of the Erasmus+: Forward-Looking Cooperation Projects (EACEA 41/2016) calls for proposals and other internet users.

Moreover, the personal data may be disclosed in the conditions laid down by Regulation (EC) No 1049/2001 of the European Parliament and of the Council of 30 May 2001 regarding public access to European Parliament, Council and Commission documents².

The same occurs in case of audit or dispute for the bodies responsible for a monitoring or inspection task in application of Union law (e.g. Internal Audit Service, Internal Audit Capacity, European Commission, OLAF, EU Courts etc.).

5. How long do we keep your personal data?

Unless you delete your information, your personal data will be kept until the end of the current Erasmus+: Forward-Looking Cooperation Projects action, 2020 at the latest. In the event that the Erasmus+: Forward-Looking Cooperation Projects action is continued as a similar programme beyond this date, organisations may be invited to give their explicit consent for the reuse of their data in this context.

6. How do we protect and safeguard your information?

The collected personal data and all related information are stored on secured servers of the Agency's service provider (Teamwork). The service provider's computer centres contractually abide by the Commission's security directives and provisions established by the Directorate of Security for this kind of servers and services. The data may be transferred to the Agency's own secured servers under the same conditions.

7. How can you exercise your rights, such as the right of access and rectification of data about you?

If you wish to check which personal data is stored on your behalf by the responsible controller, have it modified, corrected, or deleted you may do this yourself online. The password you receive during registration will allow you to log into the system and update your personal information or withdraw your partner search request. Special attention is drawn to the consequences of a request for deletion, in which case any data which would allow us to contact you would be lost.

8. Your right to have recourse in case of conflict on any personal data issue

In case of conflict on any personal data protection issue you can contact the Controller at the aforementioned address. You can also contact EACEA's Data Protection Officer at the following email address: eacea-data-protection@ec.europa.eu.

² OJ L 145 of 31.5.2001, p. 43. This Regulation is applicable to the Agency by virtue of Article 23 of Council Regulation (EC) No 58/2003 of 19 December 2002 laying down the statute for executive agencies to be entrusted with certain tasks in the management of Community programmes (OJ L 11 of 16.1.2003, p. 1)

Should the conflict not be resolved by the Controller, you may lodge a complaint with the European Data Protection Supervisor at any time: Website <http://www.edps.europa.eu>; E-mail: edps@edps.europa.eu.

8. On which legal basis are we processing your personal data?

The legal basis of the processing of the personal data is Article 4 of Commission Decision 2009/336/EC of 20 April 2009 setting up the Education, Audiovisual and Culture Executive Agency for the management of Community action in the fields of education, audiovisual and culture in application of Council Regulation (EC) No 58/2003³.

The Erasmus+ Programme (2014-2020) was established by Decision (EU) No 1288/2013 of the European Parliament and of the Council of 11 December 2013 and repealing Decisions No 1719/2006/EC, No 1720/2006/EC and No 1298/2008/EC.

³ OJ L 101 of 21.4.2009, p. 21.