



European Economic and Social Committee

PRIVACY STATEMENT PROCESSING OF PERSONAL DATA RELATED TO THE CIVIL SOCIETY PRIZE CONTEST

1. Context and Controller

As the European Economic and Social Committee (further referred to as "EESC") collects and further processes personal data, it is subject to 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.

Processing operations are under the responsibility of the Controller:

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2. What personal information do we collect, for what purpose, under which legal bases and through which technical means?

Types of personal data

Personal data collected and further processed concern the candidate. Information can relate to the following data:

- Name;
- Function;
- Contact details (contact person, e-mail address, telephone/fax number, postal address, organisation, country of residence, internet address);
- VAT number, organisation registration number, passport number, ID number;
- Information for the evaluation of eligibility criteria;
- Declaration on honour that they are not in one of the exclusion situations referred to in the Financial Regulation.

Upon request by the EESC, in specific cases candidates will also be requested to send to the EESC the following data, which will be collected and further processed by the Committee:

- Supporting documents for the declaration on honour (certificates for social security contributions and taxes paid, judicial record/ certificate of good conduct, etc.);
- Details about their legal entity and supporting documents;
- Bank account reference (IBAN and BIC codes), bank statement;
- Photos and/or videos which illustrate the initiative/project/programme proposed for the prize.

Purpose

Upon reception of your entry by the relevant service, your personal data are collected and further processed for the purpose of the management and administration of contest procedures by the EESC.

Legal basis

The legal bases for the processing operations on personal data are:

- Article 5(a) of the Regulation 45/2001: "*processing is necessary for the performance of a task carried out in the public interest on the basis of the Treaties establishing the European Communities or other legal instruments adopted on the basis thereof or in the legitimate exercise of official authority vested in the Community institution or body*";
- Article 5(d) of the Regulation 45/2001: "*the data subject has unambiguously given his or her consent*".

Technical means

Your personal data are provided by submission of your application/entry.

The information is collected in files stored in an isolated secure system. The information is processed by the EESC staff under the responsibility of the Controller.

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

For the purpose detailed above, access to your personal data is given or may be given to the following persons:

- EESC staff responsible for the management of the contest procedure;
- Evaluators responsible for the evaluation of entries;
- Members of the public. In case you are awarded a prize by the EESC, the personal data mentioned hereafter will be made public (i. a. through web and/or social media) in accordance with the EESC's obligation to publish information on the winners of contests financed by the budget of the European Union: name and contact details of the organisation/individual implementing the initiative, project or programme for which the prize is awarded; name of the initiative, project or programme; amount of the prize awarded. Moreover, photos and videos related to the prize award and to the initiatives,

projects or programmes for which the prize is awarded will also be made public. For candidates who are not awarded a prize, the EESC, in accordance with the contest rules, may make public the name of the candidates (organisation or individual) and their activities. Any additional data of candidates who have not been awarded the prize may be made public only subject to written informed consent of the organisation/individual concerned.

- For the purposes of safeguarding the financial interests of the Union, your personal data may be transferred to internal audit services, to the European Court of Auditors or to the European Anti-Fraud Office and between authorising officers of the EESC and the Union bodies.

4. How do we protect and safeguard your information?

The collected personal data and all related information are stored on the premises and on the computer servers of the EESC. Only the competent EESC staff has access to these premises and computer servers.

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

You have the right to access your personal data, to rectify any inaccurate or incomplete personal data, to block (under certain conditions) the processing of your personal data, to object to the processing of your data and to request the deletion of your personal data (if processed unlawfully). You can direct their queries to the Controller. The query will be dealt with within 15 working days.

Special attention is drawn to the consequences of a request for deletion, as this may lead to an alteration of the terms of the contest and lead to exclusion.

6. How long do we keep your personal data?

Your personal data are kept:

- Files relating to contest procedures, including personal data, are to be retained in the service in charge of the procedure until it is finalised, and in the archives for a period of 10 years following the award of the prize; however, data of unsuccessful candidates will be kept only for 5 years following the award of the prize;
- Until the end of a possible audit, administrative or judicial investigation, if one of them started before the end of the above period.

7. Contact information

If you have any further questions about the processing of your personal data, please contact the Controller (civilsocietyprize@eesc.europa.eu).

8. Recourse

You may also contact, at any time, the EESC Data Protection Officer (data.protection@eesc.europa.eu) and/or the European Data Protection Supervisor (edps@edps.europa.eu).