

Note on the processing of personal data in the context of the EU-FORA Fellowship Programme

Regulation (EC) n° 45/2001 regarding the processing of personal data and, when repealed, the new Data Protection Regulation for EU institutions and bodies transposing the General Data Protection Regulation (EU) n° 2016/679 (GDPR), is applicable in the context of the EU-FORA Fellowship Programme. In accordance with Article 11 and 12 of the Regulation, the following information is provided:

- Information on the controller and data protection officer:
 - ✓ The Engagement and Cooperation Unit (ENCO) of EFSA is the controller of the processing operation. The unit can be contacted writing to: EU-FORA@efsa.europa.eu
 - ✓ EFSA's data protection officer can be contacted writing to: DataProtectionOfficer@efsa.europa.eu
- Purpose:
 - ✓ The Fellowship Programme aims at strengthening Europe's food safety risk assessment capacity and at building the risk assessment knowledge community. The Programme is intended for 'early-mid career' scientists and is designed to offer them a one-year, learning-by-doing fellowship service placement accompanied by a specific food risk assessment training programme. The personal data processing will concretely happen in the context of the application, selection and shortlisting of fellows.
- Legal basis:
 - ✓ EFSA's Founding Regulation (EC) No 178/2002, i.e. Articles 22 and 23 thereof.
- Categories of personal data processed:
 - ✓ Data provided by the candidate in the context of the annual fellowship application and selection process;
 - ✓ The individual candidate's results in the context of the fellowship selection process and shortlisting.
- Recipients of personal data:
 - ✓ ENCO Unit staff in charge of the implementation of the Programme, the Head of the Communication, Engagement and Cooperation (COMCO) Department, the Executive Director of EFSA;

- ✓ Hosting organisations in EU Member States operating in fields within EFSA's mission in accordance with Article 36 of the EFSA Founding Regulation. The hosting organisations are involved in the final step of the annual selection process. To that end they receive data for 2 to 4 shortlisted candidates. They host the selected fellows;
 - ✓ The annual list of selected fellows will be published on the EFSA website;
 - ✓ Institutions or bodies having a legitimate purpose of audit, of the exercise of supervisory tasks or in charge of judicial proceedings: the Internal Audit Service, the EU Court of Auditors, the EU Ombudsman, OLAF, the EU Court of Justice, the European Data Protection Supervisor.
- Data subject's right of access and rectification:
 - ✓ In their capacity as data subject, candidates for the fellowship and selected fellows can contact the ENCO Unit to exercise their right of access, rectification and related rights pursuant to the Data Protection Regulation and using the controller contact details indicated above. They have a possibility at any time to update or correct their identification data. On the other hand, data demonstrating compliance with the eligibility and selection criteria for the fellowship cannot be modified after the closing date of the relevant call for expressions of interest.
- Information security:
 - ✓ Upon receipt by means of the functional email account, applications for fellowships will be stored in the Document Management System of EFSA, complying with state-of-the-art security standards that ensure the confidentiality, integrity and availability of the information it contains, with access restrictions to authorised individuals at EFSA only;
 - ✓ Individuals having authorised access to the data are subject to specific confidentiality requirements.
- Retention period of personal data:
 - ✓ EFSA maintains a Fellowship Alumni list kept and shared among the alumni target group as long as it serves the purpose of the EU-FORA Programme;
 - ✓ The data of successful fellows will be kept for 7 years after the end date of the fellowship in EFSA and at the hosting organisations;
 - ✓ The data of unsuccessful candidates will be kept for 2 years after the completion of the annual fellowship selection process.
- Right to lodge a complaint:
 - ✓ Data subjects have the right to lodge a complaint on the processing of their personal data in the context of the EU-FORA Fellowship Programme with the European Data Protection Supervisor: edps@edps.europa.eu.