

Annex 2 - Note on the processing of personal data in the context of the EU-FORA Fellowship Programme

Regulation (EU) 2018/1725¹ regarding the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies, is applicable in the context of the EU-FORA Fellowship Programme. In accordance with Article 15 and 16 of the Regulation, the following information is provided:

- Information on the controller and data protection officer:
 - ✓ The Engagement & External Relations (ENREL) Unit 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 'mid-career' scientists and is designed to offer them a 12-month, learning-by-doing fellowship placement accompanied by a specific Food Risk Assessment training programme. The personal data processing will concretely happen in the context of the grant application, submitted by the employer of the fellow (fellow sending institution) in consortium with a fellow hosting site which is prepared to offer a fellowship placement to the individual proposed.
- 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 evaluation of the selection criteria for the fellow proposed.

¹ 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, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC



- Recipients of personal data:
 - ✓ The EFSA Evaluation Committee responsible for evaluating the proposals received from the consortium (fellow sending institution and fellow hosting site);
 - ✓ ENREL Unit staff in charge of the implementation of the Programme, the Head of ENGAGE Department, the Executive Director of EFSA;
 - ✓ Fellow Hosting Organisations in EU Member States operating in fields within EFSA's mission in accordance with Article 36 of the EFSA Founding Regulation;
 - ✓ 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;
 - ✓ On a need-to-know-basis only and under strict confidentiality obligations, a procurement contractor assisting EFSA in the delivery of training to fellows under the EU FORA fellowship scheme;
- Data subject's right of access and rectification:
 - ✓ In their capacity as data subject, candidates for the Fellowship and selected Fellows can contact the ENREL 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 the receipt of hard copy original offers, applications submitted from the fellow sending institution 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 which will be 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 10 years after the end date of the Fellowship in EFSA and at the Hosting Organisations;



- ✓ The data of unsuccessful candidates will be kept for 5 years after the completion of the annual Fellowship selection process;
- ✓ Hosting Organisations will retain personal data on the Fellowship Programme in accordance with the rules and policies that are applicable to them.
- 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.