



## **PROTECTION OF YOUR PERSONAL DATA**

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

**Processing operation:** processing of personal data through the information systems ERADFUNDS and PESTFUNDS to manage veterinary and phytosanitary programmes under the Regulation (EU) 2021/690 (“SMP Regulation”).

### **Table of Contents**

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

## **1. Introduction**

The European Health and Digital Executive Agency (HaDEA) is committed to protect your personal data and to respect your privacy. HaDEA processes your 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 (repealing Regulation (EC) No 45/2001).

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

## **2. Who is the data controller?**

The data controller of the processing operation is HaDEA EU4Health/SMP Food Unit.

The following **entity processes** your personal data on our behalf: European Commission, Directorate-General Health and Food Safety.

## **3. Why and how do we process your personal data?**

This data protection notice concerns the **processing of personal data** to manage the submissions and evaluation of grant applications, grant agreement preparation, management (reporting by the beneficiaries) of the grant implementation of national veterinary and phytosanitary programmes under the SMP Regulation through the information systems ERADFUNDS and PESTFUNDS.

In particular, according to the SMP Regulation, Member States wishing to receive a Union financial contribution for national programmes for the eradication, control and surveillance of animal diseases or plant pests (veterinary and phytosanitary programmes), must submit applications in line with the provision of the said Regulation. In addition, after the implementation of the programmes, Member States submit reports describing the measures implemented, results achieved and the amount of the EU contribution requested for the implementation of veterinary and phytosanitary programmes.

The grant applications, reports and requests for the EU financial contributions (payments) are submitted by Member States' contact points, by using the secure online information system modules called ERADFUNDS and PESTFUNDS.

The Member States' contact points receive an email from HaDEA with instructions on how to access ERADFUNDS and or PESTFUNDS.

The Member States' contact points create or use their existing EU Login account (European Union Authentication and Identity Management Service)<sup>1</sup> to authenticate.

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<sup>1</sup> Notification to the DPO 839, including <https://ecas.ec.europa.eu/cas/privacyStatement.html>

HaDEA manages requests permissions/roles to access ERADFUNDS and PESTFUNDS through the SANTE Authorisation Service (SAAS2).

In order to make the use of the IT modules ERADFUNDS and PESTFUNDS and for the only purpose of operating the systems, collection of some limited personal data is necessary. In particular, personal data is collected via ERADFUNDS and or PESTFUNDS modules in order to identify users and to allow them to proceed with the submission of the proposals and reports to enable the processing and management of the grant applications, the award decisions, manage and follow up of implementation of grant agreements as well as to communicate with applicants/beneficiaries.

The personal data collected are used to manage the IT aspects of the systems (user groups, access rights) and to manage the submissions and evaluation of grant applications, grant agreement preparation, management (reporting by the beneficiaries) of the grant implementation of national veterinary and phytosanitary programmes.

Personal data are collected from the responsible Member States and in particular from the appointed contact points for user account management and administrative reasons only.

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

#### **4. On what legal ground(s) do we process your personal data**

*The legal basis for the processing activity is:*

- (a) *Article 5(1)(a) of Regulation EU 2018/1725, because processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Union institution or body;*

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

The processing activity concerns the following mandatory categories of personal data of the legal representative or contact person of the applicants/beneficiaries, who will have access to the ERADFUNDS and PESTFUNDS modules in order to proceed with the submission of the grant applications and reports:

- Login
- Name
- Phone
- Country
- Email

Other optional data may also be stored in EU LOGIN.

Furthermore, the processing concerns the personal data of the contacts indicated in the grant applications and reports submitted in the context of the grant implementation:

- Last name
- First name

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<sup>2</sup> Notification to the DPO 2065, including <https://ec.europa.eu/dpo-register/detail/DPR-EC-00176>

- Organisation/Company Name
- Job Title
- Contact Telephone Number
- Contact Email Address.

Users of the IT modules PESTFUNDS and ERADFUNDS are asked to avoid, to the extent possible, entering any personal data and favour non-personal contact details like generic or professional email addresses.

## **6. How long do we keep your personal data?**

Your personal data is only kept for the time necessary to fulfil the purpose of veterinary and phytosanitary data collection or processing.

The personal data in the applications will be kept for 10 years from the signing of the Grant Agreement, for financial reasons (Commission Common retention list) or for 5 years from the submission of application in case the Grant has not been signed.

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

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.

A number of technical and organisational measures have been put in place with regard to the processing of personal data in the system. 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.

The data is stored on European Commission servers in databases hosted by the Directorate-General Informatics (DIGIT) Data Centre, the operation of which underline the Commission's security decisions and provisions established by the Directorate of Security for these types of servers and services. Access to data collected is only possible to managed users with user ID/ password, which are managed using EU Login and SAAS.

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

Access to your personal data is provided on a need to know basis to:

- HaDEA authorised staff responsible for the management of applications and grant management under the veterinary and phytosanitary programmes and external experts engaged by HaDEA in the evaluation of applications. Other authorised staff in HaDEA, which may have access to your personal data, according to the “need to know” principle, is staff engaged in administrative processing the grant

applications and reports. Such staff abide by statutory, and when required, additional confidentiality agreements;

- authorised Commission staff for the maintenance, support, evolution and proper operation of the systems administration, including external service providers who work on behalf of the Commission for information systems development lifecycle from analysis to support, operations and maintenance.

Recipients outside the EU organizations:

- authorised staff from EU Member States and non-EU countries competent authorities', who are grant beneficiaries and who will have authorised access to the systems;
- EU Member States permanent representations in Brussels with regard to the personal data contained in the Grant Agreement.

Access is granted on a need to know basis and in compliance with the relevant current legislation, bodies charged with monitoring or inspection tasks in application of EU law (e.g. EC internal audit, Court of Auditors, European Anti-fraud Office (OLAF), the European Ombudsman, the European Data Protection Supervisor, the European Public Prosecutor).

Your personal data will not be transferred to third countries or international organisations.

## **9. 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 are inaccurate or incomplete. Where applicable, 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 can exercise your rights by contacting the Data Controller and the HaDEA Data Protection Officer. If necessary, you can also address the European Data Protection Supervisor. Their contact information is given under Heading 10 below.

Where you wish to exercise your rights in the context of one or several specific processing operations, please provide their description in your request.

Your request to exercise one of the above rights will be dealt without undue delay and within one month.

## **10. Contact information**

### **- The Data Controller**

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 regarding the collection and use of your personal data, please contact the Data Controller, HaDEA EU4Health/SMP Food Unit at the following email address: [HADEA-A2-](mailto:HADEA-A2-)

[DATA-PROTECTION@ec.europa.eu](mailto:DATA-PROTECTION@ec.europa.eu) .

- **The Data Protection Officer (DPO) of the HaDEA**

You may contact HaDEA Data Protection Officer ([HADEA-DPO@ec.europa.eu](mailto:HADEA-DPO@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 at [EDPS@edps.europa.eu](mailto: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.