PROTECTION OF YOUR PERSONAL DATA

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

Processing operation: GROW - Single Access point on EU finance

Data Controller: European Commission Directorate-General for Internal Market, Industry, Entrepreneurship and SMEs, Unit H3 “COSME Financial Instruments”

Record reference: DPR-EC-00770

Table of Contents

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

The European Commission (hereafter ‘the Commission’) is committed to protect your personal data and to respect your privacy. The Commission collects and further processes 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.

The “access2finance.eu website” provides information about EU financial instruments and its intermediaries. Data processing for the website is undertaken by the European Commission Directorate-General for Internal Market, Industry, Entrepreneurship and SMEs, Unit H3 (hereinafter the “Controller”).

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

**Purpose of the processing operation:** the Controller, with the support of an external contractor “ICF Next”, collects, uses and publishes your corporate contact information, including some personal data, on the access2finance.eu website with the aim to help businesses contact EU financial intermediaries to apply for financing supported by the EU. Your personal data will not be used for an automated decision-making including profiling.

3. **On what legal ground(s) do we process your personal data?**

The legal basis for this processing is contained in Articles 63 and 154 of the EU financial Regulation (EU, Euratom) 201/1046, which requires to ensure visibility of the Union action and of entities entrusted with the implementation of Union funds. In addition, we publish personal data on the access2finance.eu website based on data subjects’ consent.

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

In order to carry out this processing operation the Controller, with the support of an external contractor, collects from the public website of your institution your corporate contact information with your institution logo and contact details (e-mail address, telephone number, fax number) that in some cases refer to a give physical person.

5. **How long do we keep your personal data?**

The Controller only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing, namely from the start to the end of the availability or investment period of the financial product supported by the EU financial instrument. According to the Commission Files Retention List SEC(2012)713, the data retention period for indirect centralised management of programmes, financial instruments and pilot projects is 10 years. However, we will update or delete personal data in case it is not accurate any more, notably if the contact person changes or withdraws his/her consent.

6. **How do we protect and safeguard your personal data?**
All personal data in electronic format (contact details of EU financial intermediaries) are stored either on the servers of the European Commission or data files of its contractors. 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.

The Commission’s contractors are bound by a specific contractual clause for any processing operations of your data on behalf of the Commission, and by the confidentiality obligations deriving from the transposition of the General Data Protection Regulation in the EU Member States (‘GDPR’ Regulation (EU) 2016/679).

In order to protect your personal data, the Commission has put in place a number of technical and organisational measures in place. 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.

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

Access to your personal data is provided to the Commission staff responsible for carrying out this processing operation and to authorised staff according to the “need to know” principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

Access to personal data will be shared with an external contractor who helps the European Commission in collecting, using and publishing your personal information on the access2finance.eu website.

Some of your personal data will be published on the access2finance.eu website if you consent to that.

8. **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, rectify or erase your personal data and the right to restrict the processing of your personal data. Where applicable, you also have the right to object to the processing or the right to data portability.

You can exercise your rights by contacting the Data Controller, or in case of conflict the Data Protection Officer. If necessary, you can also address the European Data Protection Supervisor. Their contact information is given under Heading 9 below.

Where you wish to exercise your rights in the context of one or several specific processing operations, please provide their description (i.e. their Record reference(s) as specified under Heading 10 below) in your request.

9. **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 feel free to contact the Data Controller at GROW-H3@ec.europa.eu.
- **The Data Protection Officer (DPO) of the Commission**

You may contact the Data Protection Officer ([DATA-PROTECTION-OFFICER@ec.europa.eu](mailto:DATA-PROTECTION-OFFICER@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 ([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.

**10. Where to find more detailed information?**

The Commission Data Protection Officer (DPO) publishes the register of all processing operations on personal data by the Commission, which have been documented and notified to him. You may access the register via the following link: [http://ec.europa.eu/dpo-register](http://ec.europa.eu/dpo-register).

This specific processing operation has been included in the DPO’s public register with the following Record reference: DPR-EC-00770.