



## **PRIVACY NOTICE ON PERSONAL DATA PROTECTION REGARDING**

Creation/Renewal/Deletion in all BA ICT applications (Active Directory, Document Management System, Credit Management System, Trackers)

The objective of this Notice is to inform you about the collection and processing of your personal data in line with the applicable Data Protection Regulation 2018/1725<sup>1</sup>.

### TABLE OF CONTENT

1. [Why does F4E process my personal data? Whose data is processed?](#)
2. [What is the justification for the processing?](#)
3. [Which data is F4E processing?](#)
4. [To whom are my data disclosed?](#)
5. [How long does F4E store my data?](#)
6. [Does F4E intend to transfer my data to third countries or International Organizations?](#)
7. [What are my rights in relation to my data?](#)
8. [Who should I contact in case of questions or issues?](#)

#### 1. [Why does F4E process my personal data? Whose data is processed?](#)

The data processing concerns [the Creation/Renewal/Deletion in all BA ICT applications (Active Directory, Document Management System, Credit Management System, Trackers).] The purpose of this procedure is to [enable access to the aforementioned information systems by external users.]

External users aiming at accessing BA ICT applications for work relationship purposes with F4E.

#### 2. [What is the justification for the processing?](#)

Processing of your data is necessary for the **performance of F4E tasks** on the basis of the F4E founding instrument or other legal instrument adopted on the basis thereof or for compliance with a specific legal obligation F4E is subject to.

It is based on:

Council Decision of 27 March 2007 “establishing the European Joint Undertaking for ITER and the Development of Fusion Energy and conferring advantages upon it” - 2007/198/Euratom, as last amended by Council Decision of 10 February 2015 (2015/224 Euratom), O.J. L 37, 13.2.2015, p.8, in particular Article 6 thereof;

Statutes annexed to the Council Decision (Euratom) No 198/2007 “establishing the European Joint Undertaking for ITER and the Development of Fusion Energy and conferring advantages upon it”, as last amended on 10 February 2015, in particular Article 10 thereof;

Staff Regulations of Officials (SR) and the Conditions of Employment of Other Servants of the European Communities (CEOS).

### 3. Which data is F4E processing?

*Identification data: first name, family name, e-mail address, telephone number, company name, telephone number*

### 4. To whom are my data disclosed?

The following people have access to your personal data:

Responsible officers in charge of the manual processing of requests received by potential users or their superiors.

All active users accessing the aforementioned systems.

Also, only if appropriate and necessary, for monitoring or inspection tasks, access may be granted to:

- Director of F4E
- Head of Admin
- Head of the Legal Service Unit, and/or responsible Legal Officer
- F4E DPO and Anti-Fraud & Ethics Officer
- IAC
- BPDM

### 5. How long does F4E store my data?

Ten (10) years after termination of the work relationship.

### 6. Does F4E intend to transfer my data to third countries or International Organizations?

Not applicable

### 7. What are my rights in relation to my data and how can I exercise them?

You have the right to access your personal data, to correct any inaccurate or incomplete data, to request restriction or erasure, or to object to the processing, pursuant to Articles 14(3) and 17-23 of Regulation 2018/1725.

Any request to exercise one of those rights should be directed to the Controller ([Petra.Rancsik@f4e.europa.eu](mailto:Petra.Rancsik@f4e.europa.eu)). Where you wish to exercise your rights in the context of one or several specific processing operations or files, please provide

their description and reference(s) in your request.

Exceptions based on Article 25 of Regulation 2018/1725 may apply.

#### 8. Contact details of the Data Protection Officer

You may contact the Data Protection Officer (DPO) of F4E (DataProtectionOfficer@f4e.europa.eu) with regard to issues related to the processing of your personal data under Regulation 2018/1725.

#### 9. Right of recourse

You have the right to have recourse 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 F4E.

11 2019

*(Based on template version F4E\_D\_2CJF8A v1.7)*

---

<sup>1</sup> Regulation 2018/1725 of 23 October 2018 “on the protection of individuals with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data”. O.J 21.11.2018, L295/39.  
This Privacy Notice is in line with Article 14 and 15 of this Regulation (Principle of Transparency).