



**PRIVACY NOTICE ON PERSONAL DATA PROTECTION REGARDING
 PROCESSING OF PERSONAL DATA REGARDING ADDITIONAL H&S MEASURES IN THE CONTEXT
 OF COVID-19**

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 2018/1725¹.

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. ***Who has access to my data?***
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 and how can I exercise them?***
8. ***Contact details of the Data Protection Officer***
9. ***Right of recourse***

**1. Why does F4E process my personal data?
 Whose data is processed?**

The objective of the processing of personal data is to implement a series of H&S measures in order to prevent the spread of COVID-19 within the organisation and protect the health of staff members, externals, visitors and partners at large.

“Externals” mean all persons working for F4E at F4E premises whose relationship with F4E is not governed by the Staff Regulations / CEOS staff (eg. Temporary agency workers, contractors staff, SNEs, trainees, etc.) who have access to F4E premises at any of its locations, work on site, are in physical contact with F4E staff).

“Visitors” mean all persons who, not being staff members or Externals, need of a Visitor badge to access F4E premises.

The following H&S measures involving the process of personal data have been implemented:

Temperature checks

In F4E Barcelona headquarters, security guards carry out a temperature check to those who access the building. Security guards’ role is to control that nobody with a body temperature over 37 degrees access the premises. If the concerned person is a staff member or external, they will be requested to return home and contact the F4E Medical Advisor.

Access control to visitors

In order to allow traceability of all the persons accessing the F4E premises in Barcelona, Cadarache and Garching and monitor their close contacts, visitors will provide certain personal information to F4E before accessing its premises. (See section 4 for more details).

COVID-19 tests

In certain situations, staff members or externals will be requested by F4E or a third party to take a COVID-19 test. In particular, tests will be carried out in the following situations:

a) Missions

In the event the destination country requests a negative COVID-19 test result undertaken before entering its territory, the concerned F4E staff member will undergo a test and carry the mission only if the result is negative. If the result is positive, the mission will not take place and the concerned staff member will inform the F4E Medical Advisor.

b) Shuttle

Before taking the F4E shuttle between Barcelona and Cadarache, passengers will undergo an antigen test as a precautionary H&S measure. In the event the result is positive, the concerned staff member will be asked to return home and inform the F4E Medical Advisor.

c) Request by the F4E Medical Advisor or H&S Coordinator

In certain situations, the F4E Medical Advisor or the H&S Coordinator might request the performance of a COVID-19 test before a work-related activity or meeting. In case the result is positive, the concerned F4E staff member or external will return home and inform the F4E Medical Advisor.

Videosurveillance

For traceability purposes during the COVID-19 pandemic, the retention time of the video-surveillance material has been extended to 21 days and is automatically deleted after this period. This data process is governed by the Privacy Notice concerning Videosurveillance (F4E_D_2A2GJP)

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 and/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), in particular Article 1e(2) of the Staff Regulations regarding the obligation to ensure working conditions complying with appropriate health and safety standards;

H&S Guidelines in Barcelona office (F4E_D_2N8MF7);

Missions during the COVID-19 outbreak (F4E_D_2N8F5P);

COVID-19 test requested by F4E (F4E_D_2PN477);

H&S Shuttle Measures in the Context of COVID-19 Outbreak (F4E_D_2R8HWE);

Additional H&S provisions for visitors in F4E Barcelona (F4E_D_2PC2UT), Cadarache (F4E_D_2PC2UT) & Garching (F4E_D_2PC2UT) premises during the COVID-19 outbreak.

3. Which data is F4E processing?

(a) **General personal data:**

Name of the staff member, external or visitor
Email address, phone number and employer of the visitor
Close contact with a COVID-19 case
Mission destination of an F4E staff member

(b) **Sensitive personal data** (Article 10)

COVID-19 symptoms
COVID-19 test result
Body temperature

4. Who has access to my data?

Medical data:

- F4E Medical Advisor (Gabinete SME; see their privacy policy <https://www.gsmep.com/es/aviso-legal/>)
- F4E Nurse (Gabinete SME) who belongs to F4E's medical service and provides support to

the Medical Advisor

- The security guards (Eulen SA; see their privacy policy <https://www.eulen.com/es/politica-de-privacidad/>) when taking the body temperature of people accessing the F4E Barcelona premises)
- Clinica Creu Blanca (see their privacy policy <https://www.grupocruzblanca.es/politica-privacidad.html>) when performing a COVID-19 test to an F4E staff member for work purposes

Administrative data:

- F4E Medical Advisor
- F4E Nurse
- H&S Coordinator
- The F4E staff member arranging a visit (not a mission) to Cadarache or Garching, as they are responsible for sending and receiving the 'Visitors entrance declarations' before the visit
- The security guards collecting the Visitors entrance declaration in Barcelona
- The CSU officers in charge of storing the Visitors entrance declarations in Cadarache and Barcelona
- The BA officer in charge of storing the Visitors entrance declarations in Garching
- IDM Manager, if necessary for support
- ICT Officer responsible, if necessary for technical support.

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 Data Protection Officer and Anti-Fraud & Ethics Officer
- IAC / IDOC

5. How long does F4E store my data?

The Visitors entrance declarations in Barcelona, Cadarache and Garching will be stored for a period of one month.

Videosurveillance material will be kept for the period defined in the Privacy Notice concerning Videosurveillance (F4E_D_2A2GJP)

The conservation period of medical data is maximum 30 years after the last medical document is inserted in the file in the light of the Article 4(1)(e) of the Regulation (EU) 2018/1725.

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

F4E does not intend to transfer the personal data to any third country or International Organization.

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 (h&sdataprotection@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 [See Governing Board Decision of 9 December 2019²]. In that case, the data subject shall be informed of the principal reasons for applying such restrictions.

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 to lodge a complaint

You have the right of to lodge a complaint to the European Data Protection Supervisor (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.

March 2021

(Based on template version F4E_D_2CJF8A v1.9)

¹ 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 that Regulation (Principle of Transparency).

² [O.J., 10.02.2020, L 37/18.](#)