



PRIVACY NOTICE ON PERSONAL DATA PROTECTION REGARDING Complementary Health Insurance

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.

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

The data processing concerns the complementary health insurance for F4E staff and their JSIS family members. The purpose of this procedure is to provide complementary health insurance services to eligible F4E staff and related family members as a complement to the Commission Joint Sickness Insurance Scheme (JSIS).

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;

In addition, the subscription to the complementary health insurance is done on a voluntary basis; the staff member and related family members shall fill in and

sign the contractor's health insurance application form, which contains a clause by which the affiliated gives the consent to the contractor to process their personal and medical data for the purpose of the contract.

3. [Which data is F4E processing?](#)

F4E processes only administrative data in relation with the affiliation to the complementary health insurance for both F4E staff members and their family members, as follows:

- Submission of the affiliation request with the JSIS certificate: name and surname, staff number, date of birth, type of affiliation, start date of affiliation and if JSIS affiliated family members : name and surname, date of birth and type of affiliation;
- Validation of the affiliation request: name and surname, type of affiliation, relation to the staff member if applicable, start date of the affiliation;
- Validation of the contractor's monthly invoices: names and surnames, number of affiliated family members under the policy holder (F4E staff member), type of policy (primary or complementary), policy number and total monthly affiliation fees to be paid by F4E;
- Follow-up master table for the purpose of monitoring the number of affiliations/cancellations/transfers and as basis for the verification/validation of the monthly invoices. This table includes the following data: type of policy (primary or complementary), start dates, birth dates, ages, family relationship, location, type of JSIS affiliation, staff entitlements which have an impact on the health affiliation (child dependence, family members residence, etc.).

No health data shall be handled by F4E. F4E does not have access to the medical data of the F4E affiliated staff and their affiliated family members. F4E is only involved in the processing of administrative data (see above) for the purpose of registering/transferring/cancelling F4E staff and their family members' affiliation to the health insurance and verifying/validating the monthly invoices.

4. [Who has access to my data?](#)

Access to your personal data is limited to those recipients on a need-to-know basis and it is not processed automatically. This includes:

- Process Owner: Head of HR Unit
- HR Officer responsible
- The [contractor](#) and [sub-contractor](#) as per their privacy notice
- IDM Manager, if necessary for support,
- ICT Officer responsible for the dedicated database, 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?](#)

F4E keeps the data (electronic copy of the JSIS certificate) regarding the registration of Fusion for Energy staff members and their JSIS family members that subscribed to the Complementary Health Insurance for as long as the data subjects remain subscribed to the insurance. Fusion for Energy may continue to store Personal Data for a longer period, as may be necessary for internal auditing and for the establishment, exercise or defense of legal claims until such claims are finally resolved.

The data maybe kept for financial management purposes and the related retention periods are established in the dedicated [contract management record](#).

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 (HR-DataProtection@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 of recourse](#)

You have the right of recourse 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.

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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](#).