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## DATA PROTECTION NOTICE

### For processing of personal data in the context of Conflict of Interest and Confidentiality Declaration for Evaluators of the Eurojust JIT Funding

#### 1. Context and Controller

As Eurojust collects and further processes personal data in the context of Eurojust JITs funding programme. The processing of personal data is subject to [Regulation \(EU\) 2018/1725 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, and repealing Regulation \(EC\) No 45/2001 and Decision No 1247/2002/EC](#).

Collection and processing of personal data within the JITs funding programme are under the responsibility of the Controller, who is the Head of JITs Network Secretariat and can be contacted at [JITs@eurojust.europa.eu](mailto:JITs@eurojust.europa.eu).

#### 2. What personal information do we collect, for what purpose, under which legal basis and through which technical means?

##### ***Legal basis***

The legal basis for the processing operations on personal data is Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012,1 (hereafter "the Financial Regulation") in particular Article 61; and Regulation (EU) 2018/1725 mentioned above, in particular Article 5(1)(a). In addition, prevention and management of conflicts of interest is laid down by Art. 11 of the Staff Regulations (applicable to staff members) and by College Decision 2016-02 (applicable to National Members, their Deputies and Assistants).

##### ***Purpose of the processing***

For purposes of grants management, in particular evaluation of JITs funding applications, each Evaluator appointed by Administrative Director as Member of the Evaluation Committee, completes and signs the "Conflict of Interest and Confidentiality Declaration for Evaluators of the Eurojust JIT Funding" (CoI).

By signing the form, the Evaluators confirm that they have not submitted, nor they are directly or indirectly involved in any proposal submitted for evaluation under the Eurojust JIT Funding; and that they will not reveal any detail of the evaluation process, and its outcomes or of any proposal submitted for evaluation, before the date of publication of decisions.

The Evaluators are Eurojust post holders and representatives of National Desks (National Member, Deputy or Assistant).

### ***Technical means***

Your personal data are collected by completion of CoI received either in scanned copy by email, or hard copy handed over to duly authorised post holder from JITs Network Secretariat. Data provided in CoI are kept in secure systems with limited access on the need to know basis only.

### ***Types of personal data***

Personal data collected and further processed concern the Evaluator; information relates to the following data:

- a) Identification data: name(s), surname;
- b) Signature.

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

For the purpose detailed above, access to your personal data is given to the following persons, without prejudice to a possible transmission to the bodies in charge of a monitoring or inspection task in accordance with European Union law:

- a) Post holders from JITs Network Secretariat involved in grants procedures;
- b) Administrative Director of Eurojust;
- c) Bodies charged with a monitoring, audit or inspection task in application of European Union law (e.g. internal audits, Financial Irregularities Panel referred to in Article 93 of the Financial Regulation, Exclusion Panel referred to in Article 143 of the Financial Regulation, European Anti-fraud Office - OLAF).

### **4. How do we protect and safeguard your information?**

Appropriate technical and organisational measures are in place to ensure a level of security appropriate to the risks represented by the processing and the nature of the personal data to be processed.

These measures notably prevent any unauthorized disclosure or access, accidental or unlawful destruction or accidental loss, or alteration, and any other unlawful forms of processing.

The main measures are as follows:

- a) Eurojust post holders responsible for management of grant procedures, including the evaluation of JITs funding applications, have security clearances at least at the level "CONFIDENTIAL";
- b) All electronic and hard copies of documents including personal data are stored securely in secure systems, with limited access to authorised Eurojust staff only.

## 5. How can you verify, modify or delete your information?

You have the right to access, rectify or erase or restrict the processing of your personal data or, where applicable, the right to object to processing or the right to data portability in line with Regulation (EU) 2018/1725.

Any such request should be directed to the Controller by making use of the following email address: [JITs@eurojust.europa.eu](mailto:JITs@eurojust.europa.eu) by explicitly describing your request. Any correction of your personal data will be taken into consideration from the data protection point of view.

Identification data of individuals participating in the evaluation of JITs funding applications can be rectified or updated up to the start of the evaluation of JITs funding applications.

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

Your personal data are kept for duration of five (5) years following the date of the evaluation meeting in which the particular Evaluator took part. This retention period corresponds to the period established for JITs funding applications which are subjects of the evaluation.

## 7. Contact information

In case of queries regarding the processing of personal data, Eurojust Data Protection Officer can be contacted via email address: [dpo@eurojust.europa.eu](mailto:dpo@eurojust.europa.eu) .

## 8. Recourse

You have the right of recourse to the [European Data Protection Supervisor \(EDPS\)](#) via email: [edps@edps.europa.eu](mailto:edps@edps.europa.eu) or following the link: [https://edps.europa.eu/data-protection/our-role-supervisor/complaints\\_en](https://edps.europa.eu/data-protection/our-role-supervisor/complaints_en).