



EUROPEAN RESEARCH EXECUTIVE AGENCY (REA)

REA.D – Coordination and corporate services  
REA.D1 – Planning, Knowledge and Compliance

## Data Protection Notice

### REA contact form on Europa

In accordance with the Regulation (EU) 2018/1725 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<sup>1</sup> (the Regulation), the European Research Executive Agency (the Agency or REA) collects your personal information only to the extent necessary to fulfil a precise purpose related to our tasks.

#### 1. Why do we collect your personal data?

The REA's [contact form](#) is a functionality accessible via the Agency's [website](#) (hosted on the European Commission's [Europa](#) server<sup>2</sup>). Through the form, you may send enquiries on activities related to the programmes managed by the REA. All external enquiries submitted are received by the REA's Communication and Policy Feedback sector staff, who then process your personal data to provide you with a clear and accurate response. Depending on the nature of your request, the Communication and Policy Feedback sector will respond either directly via the mailbox [REA-INFO@ec.europa.eu](mailto:REA-INFO@ec.europa.eu) or will forward your enquiry internally to another competent service within the REA, other Executive Agencies or the European Commission. When pertinent or applicable, in the REA's reply, the Communication and Policy Feedback sector will inform you about the service your enquiry has been forwarded to. When a reply is provided by a service other than the REA's Communication and Policy Feedback sector, our e-mail address ([REA-INFO@ec.europa.eu](mailto:REA-INFO@ec.europa.eu)) will be copied in the reply to allow the sector to close the enquiry.

#### 2. Who is responsible for this process?

The controller is the European Research Executive Agency (REA), represented by its Director. For organisational reasons, the role of the data controller has been entrusted to the delegated controller to the Head of Sector Communication and Policy Feedback in Unit REA.D.1 (Planning, Knowledge and Compliance). The controller may be contacted via the Agency's [contact form](#) on the REA's [website](#) or via the mailbox [REA-INFO@ec.europa.eu](mailto:REA-INFO@ec.europa.eu).

---

<sup>1</sup> 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, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L 295 of 21.11.2018, p.39).

<sup>2</sup> During your visit to the REA's website, you are informed about the use of cookies via a banner located at the top of the page. You are prompted to accept or refuse first-party and third-party cookies. First-party cookies are used by the Europa server to remember your preferences for a certain period as well as to make the website more operational and gather analytics. Cookies do not collect any personal information, they only assess how you interact with the website, being stored for 13 months solemnly for the purpose of internal research on service improvement. Third-party cookies require consent concerning specific terms and conditions to access content available on other platforms such as [YouTube](#), [Twitter](#), [LinkedIn](#), [Vimeo](#)).

### 3. What is the legal basis to collect your data?

Article 5(1)(a) of the Regulation, necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in REA by the following legal acts<sup>3</sup>;

Article 5(1)(d) of the Regulation: The data subject must provide your consent to be able to submit their enquiry and initiate the personal data processing activity, by ticking the checkbox 'I have read and agree with the specific privacy statement'. You have the right to withdraw your consent at any time without affecting the lawfulness of the processing based on your consent before its withdrawal

### 4. Which personal data are collected?

Mandatory identification data:

- First name and last name;
- E-mail address;
- IP address.

### 5. Who will have access to your personal data?

#### a. Who will have access to the data within the Agency?

- Authorised staff of the REA's Communication and Policy Feedback sector;
- Other REA departments and/or units to which the Communication and Policy Feedback sector may forward your enquiry to ensure adequate and exhaustive feedback is provided to the data subject.

#### b. Who will have access to the data outside the Agency?

- Other Commission services, Executive Agencies or Directorates-General (DGs) concerned with your enquiry to which the Communication and Policy Feedback sector may forward the message to provide you with a clarifying answer.
- The Directorate-General Communication as processor for data collected with first-party cookies during your visit of REA's website.

In addition, data may be disclosed to public authorities, which may receive personal data in the framework of a particular inquiry in accordance with Union or Member State law and shall not be regarded as recipient (such as the European Court of Justice, OLAF, EPPO, etc.). The processing of those data by those public authorities shall comply with the applicable data protection rules according to the purpose of the processing.

REA will not transfer your personal data to third countries (outside EU/EEA) or international organisations.

---

<sup>3</sup> The legal basis under Article 5(1): **Council Regulation (EC) No 58/2003** of 19 December 2002 laying down the statute for executive agencies to be entrusted with certain tasks in the management of Community programmes, OJ L 11, 16.1.2003; **REA Establishment act: COMMISSION IMPLEMENTING DECISION (EU) 2021/173** of 12 February 2021 establishing [...] the European Research Executive Agency, OJ L 50, 15.2.2021; **REA Delegation Act: COMMISSION DECISION C(2021)952** of 12.2.2021 delegating powers to the European Research Executive Agency.

## 6. For how long do we keep your personal data?

Your e-mails and related personal data are stored in the REA's Communication and Policy Feedback Outlook functional mailbox for six months and in the REA's electronic filing system (Ares) for approximately two years.

## 7. What are your rights?

You may have access to your personal data and may exercise your right of information / access / rectification / erasure / restriction / data portability / objection / withdrawal of consent to your data processing (where applicable) by contacting the data controller via the Agency's [contact form](#) on the REA's [website](#) or via the mailbox [REA-INFO@ec.europa.eu](mailto:REA-INFO@ec.europa.eu).

Your request to exercise your rights will be dealt within one month from receipt of your request. This period may be extended pursuant to Article 14(3) of Regulation (EU) 2018/1725. Your rights may be restricted only under certain specific conditions as set out in the applicable [Restriction Decision](#)<sup>4</sup> in accordance with Article 25 of Regulation (EU) 2018/1725.

Further to the above, you can contact the REA's Data Protection Officer (DPO): [REA-DATA-PROTECTION-OFFICER@ec.europa.eu](mailto:REA-DATA-PROTECTION-OFFICER@ec.europa.eu).

In case of conflict, you can address your complaint to the European Data Protection Supervisor: [EDPS@edps.europa](mailto:EDPS@edps.europa)

## 8. Contact Information

Should you have any questions about the collection/processing of your personal data, you may contact the data controller responsible for this activity via the Agency's [contact form](#) or via the mailbox [REA-INFO@ec.europa.eu](mailto:REA-INFO@ec.europa.eu).

Further to the above, the following instances can be addressed to:

REA Data Protection Officer (DPO): [REA-DATA-PROTECTION-OFFICER@ec.europa.eu](mailto:REA-DATA-PROTECTION-OFFICER@ec.europa.eu)

In case of conflict, complaints can be addressed to the European Data Protection Supervisor: [EDPS@edps.europa.eu](mailto:EDPS@edps.europa.eu).

---

<sup>4</sup> Decision of the Steering Committee of the Research Executive Agency (REA) on internal rules concerning restrictions of certain rights of data subjects in relation to the processing of personal data in the framework of activities carried out by the Agency, OJ L 198, 4.6.2021