



Data Protection Notice REA Staff Committee Elections

In accordance with Article 31 of 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 data¹ ('Regulation'), individuals whose personal data are processed by the European Research Executive Agency ('REA' or 'Agency') in any context whatsoever are to be protected with regard to the processing of personal data and the Agency has to keep records of their processing activities.

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 purpose of the process is to set up the Staff Committee of the Agency according to Article 9 and Article 1 of Annex II of the Staff Regulations and according to the REA Steering Committee Decision of 20/10/2009 (REA/SC(2009)15) setting-up a Staff Committee within the Agency.

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 by the Director to the delegated controller and is exercised by the Head of Unit D2 ("People and Workplace") REA. The controller/delegated controller may be contacted via the functional mailbox: REA-STAFF-COMMITTEE-ELECTIONS@ec.europa.eu

3. WHAT IS THE LEGAL BASIS TO COLLECT YOUR DATA?

The process is based on Article 5.1 (a), (b), (c) and (d) of the Regulation:

- (a) processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Union institution or body;
- (b) processing is necessary for compliance with a legal obligation to which the controller is subject;
- (c) processing is necessary for the performance of a contract to which the data subject is party;-data subject has given consent to the processing of his or her personal data for one or more specific purposes
- (d) the data subject has given consent to the processing of his or her personal data for one or more specific purposes.

This processing is necessary for the performance of tasks carried out by REA or in the exercise of official authority vested in REA as established by the following legal acts:

¹ 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 295/39 of 21.11.2018).

- i. 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:
 - a. Article 11, paragraph 6, the director shall be empowered under the arrangements applicable to other servants of the European Communities to conclude employment contracts in respect of staff of the executive agency. The director shall be responsible for all other matters relating to personnel management within the executive agency.
 - b. Article 18 lays down the general conditions regarding the staff to be recruited by the executive agencies. In particular:
 - Article 18, paragraph 1, the executive agency's staff shall consist of Community officials seconded as temporary staff members by the institutions to positions of responsibility in the executive agency, and of other temporary staff members directly recruited by the executive agency, as well as of other servants recruited by the executive agency on renewable contracts. The nature of the contract, governed by either private law or public law, its duration and the extent of the servants' obligations vis-à-vis the agency, and the appropriate eligibility criteria shall be determined on the basis of the specific nature of the tasks to be performed, and shall comply with the Staff Regulations as well as with current national legislation.
 - Article 18, paragraph 3, the Steering Committee, in agreement with the Commission, shall adopt the necessary implementing rules for personnel management within the executive agency, if necessary.
- ii. The Commission Implementing Decision 2013/778/EU of 13 December 2013, establishing the Research Executive Agency and repealing Decision 2008/46/EC.
- iii. The Commission Decision C(2021) 952 final of 12.02.2021 on delegating powers to the European Research Executive Agency with a view to the performance of tasks linked to the implementation of Union programmes in the field of Research and Innovation, Research of the Fund for Coal and Steel and Information Provision and Promotion Measures concerning Agricultural Products comprising, in particular, implementation of appropriations entered in the general budget of the Union.
- iv. Staff Regulations:²
 - Article 9 concerning the obligation to set up a Staff Committee within each Institution;
 - Article 1 of Annex II concerning the composition and procedure of the Staff Committee.
- v. Decision of the Steering Committee of 20/10/2009 (REA/SC(2009)15) setting-up a Staff Committee within the Agency.

4. WHICH PERSONAL DATA ARE COLLECTED?

Personal data processed during the election process are the following:

- i. Data processed for all REA staff participating in the elections:
 - First name
 - Last name
- ii. Data processed only for the members of the Election Committee:
 - Type of contract [Temporary Agents (TA), Contracts Agents (CA)]

² EEC/EAEC Council: Regulation No 31 (EEC), 11 (EAEC), laying down the Staff Regulations of Officials and the Conditions of Employment of Other Servants of the European Economic Community and the European Atomic Energy Community, OJ 45, 14.6.1962, p. 1385–1386

- Role (e.g. chairperson, member)
- iii. Data processed only for the candidates and the alternate candidates, successful candidates and alternate successful candidates:
- Type of contract [Temporary Agents (TA), Contracts Agents (CA)]
 - Grade
 - Personnel number
 - Union membership (optional)
- iv. In order to facilitate their election campaign, candidates may provide (on their initiative) information on the following:
- Photo
 - Nationality
 - Unit
 - Function
 - Background or profile
 - Personal blog/Internet website address
- v. Names of the staff members who will be absent during the voting period but who are willing to give their proxy to another REA staff member may be collected by the Election Committee. The Election Committee shall be informed by means of an email addressed to REA-STAFF-COMMITTEE-ELECTIONS@ec.europa.eu so that the casting of the vote can be added manually.

5. WHO WILL HAVE ACCESS TO YOUR PERSONAL DATA?

All recipients of the data are on a “need to know basis”.

Candidate’s data is processed by the REA Election Committee in order to establish a list of approved eligible candidatures.

Candidates’ data (name, photo, nationality etc.) may be published on the dedicated REA intranet page and, in case where the election process is not organised remotely, as well on leaflets/brochures that could be placed (during the elections period) in public areas of the REA COV complex.

The results of the elections will be published on the dedicated REA Intranet page, thus they will be available to all staff of EU Institutions, other agencies and bodies who have access to MyIntracomm (and/or SNET).

The REA Staff Committee Elections are facilitated by an online voting tool. The participation to the voting procedure is completely anonymous. The REA staff (eligible to participate to the voting) usernames are stored in the database of the voting tool in order to ensure that they only participate to the voting only once. However, the username is not processed and will never be associated by any means to the vote of each staff member.

6. HOW LONG DO WE KEEP YOUR PERSONAL DATA?

Documents in electronic format related to REA Staff Committee Elections will be retained for ten years. Relevant information will also be available under the REA Intranet for a period of six months after the end of the elections.

7. WHAT ARE YOUR RIGHTS?

Your right to information, access, rectification, erasure, restriction or objection to processing, communication of a personal data breach or due to confidentiality of electronic communications may be restricted only under certain specific conditions as set out in the applicable [Restriction Decision](#) in accordance with Article 25 of Regulation (EU) 2018/1725.

REA staff may withdraw their candidacy before the start of the election period. For this reason, they have to send an email to the functional mailbox REA-STAFF-COMMITTEE-ELECTIONS@ec.europa.eu.

REA staff can request access and/or rectification of their personal data by sending an email to the functional mailbox REA-STAFF-COMMITTEE-ELECTIONS@ec.europa.eu.

REA staff may introduce objections towards the electoral roll via the functional mailbox REA-STAFF-COMMITTEE-ELECTIONS@ec.europa.eu according to the provisions of Article 4 of the Decision on Conditions for the election of the REA Staff Committee.

REA staff may contest the results of the elections via the functional mailbox REA-STAFF-COMMITTEE-ELECTIONS@ec.europa.eu according to the provisions of Article 18 of the Decision on Conditions for the election of the REA Staff Committee.

8. CONTACT INFORMATION

In case you have any queries about the procedure, the processing of personal data or the collection of relevant information, you may contact the data controller who is responsible for this processing operation by sending an email to the following email address: REA-STAFF-COMMITTEE-ELECTIONS@ec.europa.eu.

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

REA Data Protection Officer (DPO): 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.