



Data Protection Notice

ON THE TRANSPARENCY REGISTER

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 data¹ ('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 purpose of the processing is to publish the minutes of meetings held by REA managers (Director, Heads of Department, Heads of Unit) and other REA staff or of other European Institutions, bodies or agencies (EUIABs), if applicable, with interest representatives (organisations or self-employed individuals) on issues relating to decision-making and policy implementation at REA.

2. WHO IS RESPONSIBLE FOR THIS PROCESS?

The controller is the European Research Executive Agency (REA). For organisational reasons, the role of the data controller has been entrusted to REA Head of Department D – Coordination and Corporate Services.

The data controller may be contacted via functional mailbox: REA-LEGAL@ec.europa.eu

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

The processing of the personal data is based on:

- Article 5(1)(a) of the Regulation: 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; (a2) including processing of personal data necessary for the management and functioning of the Union Institutions or bodies [Recital (22) of the Regulation];
- Article 5(1)(b) of the Regulation: processing is necessary for compliance with a legal obligation to which the controller is subject; and

More specifically,

- Article 11(1) and (2) of the Treaty on European Union (TEU) and Article 15(1) of the Treaty on the Functioning of the European Union (TFEU);
- Commission Decision (EU) 2024/3082 of 4 December 2024 on transparency measures concerning meetings held between Commission staff holding management functions and interest representatives, and repealing Decision 2014/838/EU, Euratom, OJ L, 2024/3082;

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 of 21.11.2018, p.39).

4. WHICH PERSONAL DATA ARE COLLECTED?

The processing concerns the following categories of personal data:

- Identification/career data:
 - Name, e-mail, service, function and user login of the REA authorised staff encoding information in ATMOS.
 - Name(s) of the REA manager(s), service, function, and EUIBA staff at managerial or equivalent level, if applicable, participating in a meeting.
 - Name(s) of the Interest representatives (legal or natural persons as self-employed individuals as registered in the Transparency Register).
- Other data
 - Date, location and subject of the meeting.
 - Date and time of actions performed in ATMOS by the REA staff encoding information in ATMOS

5. WHO WILL HAVE ACCESS TO YOUR PERSONAL DATA?

a. WHO WILL HAVE ACCESS TO THE DATA WITHIN THE AGENCY?

REA staff responsible for the encoding of meetings will have access to the personal data aforementioned.

The lists of meetings held by REA managers with interest representatives are [published online](#) and are therefore available to the general public (Europa.eu)

b. WHO WILL HAVE ACCESS TO THE DATA OUTSIDE THE AGENCY?

Only Commission IT staff managing the functioning of the IT system.

The personal data processed may be reused for the purpose of procedures before the EU Courts, national courts, the European Ombudsman or the European Court of Auditors.

REA will not transfer your personal data to third countries (outside EU/EEA) nor to international organisations.

6. HOW LONG DO WE KEEP YOUR PERSONAL DATA?

REA applies the principles and retention periods indicated in the Common Retention List of the Commission by analogy

Personal data of the meeting participants (REA and EUIBA staff, where applicable, holding managerial or equivalent position, and where applicable, interest representatives) is retained for five-year periods, starting from the date of the publication of the minutes.

Personal data of the REA staff encoding information in ATMOS is retained for 5 years as of the date of publication of the minutes, unless a longer retention period is necessary due to a legal or administrative procedure.

Is any further processing for archiving purposes in the public interest, historical, statistical or scientific purposes envisaged? yes

For statistical purposes and for archiving in the public interest: following the lapse of the applicable retention period, the Europa webpages are digitally archived for permanent preservation, in line with the Commission Europa Web Guide.

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 by contacting the data controller at: REA-LEGAL@ec.europa.eu

Any request from a data subject to exercise a right will be dealt within one month from receipt of the request. This period may be extended pursuant to Article 14(3) of Regulation (EU) 2018/1725.

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

8. CONTACT INFORMATION

In case you have any questions about the collection/processing of your personal data, you may contact the data controller who is responsible for this processing activity by using the following email address: REA-LEGAL@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

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