



## Data Protection Notice for the ManagEnergy service

### CINEA/2021/VLV/LIFE-CET/001

**The objective** of this data protection notice is to inform visitors of the ManagEnergy website and users of services about the processing activities related to their personal data.

In accordance with Regulation (EU) 2018/1725 of 23 October 2018 on data protection (hereinafter the Regulation), the European Climate Infrastructure and Environment Executive Agency (hereafter CINEA) collects your personal data only to the extent necessary to fulfil the precise purpose related to its tasks.

**1. The controller** is the Head of the LIFE Energy + LIFE Climate Unit of CINEA who can be contacted at [cinea-life-cet@ec.europa.eu](mailto:cinea-life-cet@ec.europa.eu).

The following entities process your personal data on our behalf as contractor, the Secretary General of FEDARENE, Rue de Stassart 131, 1050 Brussels, Belgium, [fedarene@fedarene.org](mailto:fedarene@fedarene.org), and for the subcontractor, the CEO of Cognita d.o.o., Zvonigradska 27, Zagreb, [support@cognita.hr](mailto:support@cognita.hr).

**2. The purpose of this processing** is to collect personal data of interested persons to the ManagEnergy service for the management of:

- The management of the ManagEnergy website and Energy Agencies Database;
- The management of basic communication activities such as social media management

**3. The data subjects** concerned by this notice are visitors of the ManagEnergy website and social media channels.

**4. The categories of personal data** collected and used for the processing operations are: first name, last name, professional email address, country, which are mandatory for the purpose(s) outline above.

In addition, the following **non-mandatory** data are collected: organization, function, number of agency staff, website and social media channels.

**Where** personal data has **NOT been obtained directly from the data subject**, it came from the following publicly accessible sources: websites of the agencies or their national associations or from FEDARENE database.

**5. The recipients** of the data will be relevant CINEA and European Commission staff in charge of the ManagEnergy service or interested in its activities, relevant staff of ManagEnergy consortium (contractor). In case of audits or proceedings, etc., personal data may be provided to CINEA's Internal Controller, DPO, Legal Sector, Staff Committee, etc.

In addition, data may be disclosed to public authorities in accordance with Union and Member State law such as the European Court of Justice or a national judge as well as the lawyers and the agents of the parties in case of a legal procedure, Investigation and Disciplinary Office of the European Commission (IDOC), the competent Appointing Authority in case of a request or a complaint lodged under Articles 90 of the Staff Regulations, European Anti-Fraud Office (OLAF), the Internal Audit Service of the

Commission, the Court of Auditors, the European Ombudsman, the European Data Protection Supervisor and the European Public Prosecutor's Office.

Your personal data **will not be transferred** to third countries or international organisations. The processing of your data will **not include automated decision-making** (such as profiling).

**6. Data Subjects rights:** you have the right at any time to access to access, rectify, erase ('right to be forgotten') your personal data; where applicable, you are also entitled to object to processing or request for the restriction of the processing.

You can exercise your rights by sending an email with the requested change(s) to the controller via the functional mailbox indicated here-above in Section 1.

In any cases your data will be modified or removed accordingly and as soon as practicable (maximum **within 30 working days**).

When processing is based on your consent, you have the right to withdraw your consent at any time, without affecting the lawfulness of the processing before such a withdrawal.

However, in line with Article 25 of the Regulation, the data controller may restrict the rights of the data subjects based on the Decision of the Steering Committee (2020) 26 of 14/10/20 (OJEU L 45 on 9.2.2021, p. 80), in case where such restriction constitutes a measure necessary to safeguard the protection of the data subjects or the rights and freedoms of other data subjects, etc.

**7. How is your data protected and safeguarded?** Access to your data is restricted on an individual need to know basis and through User-ID and password. Your data resides on the servers of FEDARENE and COGNITA, which abide by strict security measures to protect the security and integrity of the relevant electronic assets. FEDARENE stores the data in a protected area of its Network Attached Storage. COGNITA's server is secured under VPN.

**8. The legal basis** for the processing activities are: Council Regulation 58/2003 of 19 December 2002, laying down the Statute for executive agencies to be entrusted with certain tasks in the management of EU programmes; Commission Implementing Decision (EU) 2021/173 of 12 February 2021 establishing the European Climate, Infrastructure and Environment Executive Agency, ./... and repealing Implementing Decisions 2013/801/EU, ./...; Commission Decision C(2021)947 of 12 February 2021 delegating powers to the European Climate, Infrastructure and Environment Executive Agency<sup>1</sup>.

**9. Your personal data** will be kept for a maximum period of **36** months after the end of the current ManagEnergy services contract in April 2022. Data will be deleted at the end of this period.

**10. Contact information:** if you have **any queries** concerning the collection/processing of your personal data, you may contact the data controller who is responsible for this processing activity by using the email address mentioned here above in Section 1. **You may contact** at any time the Data Protection Officer of CINEA at [CINEA-DPO@ec.europa.eu](mailto:CINEA-DPO@ec.europa.eu). You have the right to have recourse at any time to the European Data Protection Supervisor ([edps@edps.europa.eu](mailto:edps@edps.europa.eu)).

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<sup>1</sup> with a view to the performance of tasks linked to the implementation of Union programmes in the field of transport and energy infrastructure; climate, energy and mobility research and innovation; environment, nature and biodiversity; transition to low-carbon technologies; and maritime and fisheries; comprising, in particular, implementation of appropriations entered in the general budget of the Union and those stemming from external assigned revenue