



Data Protection Notice for the ManagEnergy service

EASME/20/077

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.

Your personal data is processed in accordance with Regulation (EU) No 2018/1725¹ on the protection of individuals with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data.

The data controller of the processing operation is the Head of the Energy Unit of the Executive Agency for Small and Medium-sized Enterprises (EASME)².

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, and for the subcontractor, the CEO of Cognita d.o.o., Zvonigradska 27, Zagreb, support@cognita.hr.

The legal basis for the processing activities are Article 5(1)(a) of Regulation EU 2018/1725 because processing is necessary for the performance of a task carried out in the public interest³ and Article 5(1)(d) of Regulation EU 2018/1725 based on explicit consent for our non-mandatory personal data.

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 sending of informative emails and Newsletters to contacts in the Energy Agencies Database.

The following of your personal data are collected: first name, last name, professional email address, country 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.

The recipients of your personal data will be relevant EASME, CINEA and European Commission staff in charge of the ManagEnergy service or interested in its activities,

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 L295/39 of 21.11.2018).

² Please note that as of 1 April 2021 the new Climate, Infrastructure and Environment Executive Agency (CINEA) will act as the legal successor of EASME for this action. Further updates and contact details will be provided in due time.

³ Act of Establishment: Commission Implementing Decision C(2013/771/EU) of 17 December 2013 establishing the 'Executive Agency for Small and Medium-sized Enterprises' and repealing Decisions 2004/20/EC and 2007/372/EC; and Council Decision establishing the specific programme implementing Horizon 2020 - the Framework Programme for Research and Innovation (2014-2020) and repealing Decisions 2006/971/EC, 2006/972/EC, 2006/973/EC, 2006/974/EC and 2006/975/EC (2013/743/EU)..

relevant staff of ManagEnergy consortium (contractor) and bodies charged with monitoring or inspection tasks in application of EU law (e.g. internal audits, Court of Auditors, European Anti-fraud Office (OLAF)).

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).

Your personal data will be kept for a maximum period of **36** months after the end of the current ManagEnergy services contract in March 2021. Data will be deleted at the end of this period.

You have the right to access your personal data and to request your personal data to be rectified, if the data is inaccurate or incomplete; where applicable, you have the right to request restriction or to object to processing, to request a copy or erasure of your personal data held by the data controller. If processing is based on your consent, 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.

Your request to exercise one of the above rights will be dealt with without undue delay and within **one month**.

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

If you have **any queries** concerning the processing of your personal data, you may address them until 31 March 2021 to the Head of the Energy Unit of the EASME (entity acting as data controller) via easme_energy@ec.europa.eu, and as of 1 April 2021 to the CINEA⁴.

You shall have right of recourse to the competent Data Protection Officer until 31 March 2021 at EASME-DPO@ec.europa.eu and as of 1 April at CINEA DPO as well as any time to the European Data Protection Supervisor at <https://edps.europa.eu>.

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⁴ Please note that as of 1 April 2021 the new Climate, Infrastructure and Environment Executive Agency (CINEA) will act as the legal successor of EASME for this action. Further updates and contact details will be provided in due time.