



Data Protection Notice

Process of selecting cross-border projects in the field of renewable energy

In accordance with Regulation (EU) 2018/1725 of 23 October 2018 on data protection (hereinafter the Regulation¹), 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 CINEA:

The European Climate, Infrastructure and Environment Executive Agency (CINEA)
Chaussée de Wavre 910 - BLS2 05/259
BE – 1049 Brussels
CINEA Unit B.4 – CEF Energy and Renewable Energy Financing Mechanism
Person responsible for the processing: Head of Unit B.4
Email: CINEA-CEF-RENEWABLES@ec.europa.eu

2. The purpose of the processing is the selection of cross-border projects (CB RES projects) via the CB RES submission module and their monitoring in the field of renewable energy.

3. The data subjects concerned by this notice are persons working for the legal entities (e.g. legal representatives, contact points of the applicants) who request that their project is included on the list of cross-border projects in the field of renewable energy, as defined in Article 7 of the CEF Regulation (EU) 2021/1153.

4. The categories of personal data collected and used for the processing operations are:

- Identification data: first name, middle name & last name (including maiden name), gender, title, nationality, Participant Identification Code (PIC) (when Participant is a natural person), ID document number (passport or other);
- Contact details: e-mail address, telephone number, personal address(es) submitted (such as origin, permanent, current, previous residences)
- Employment and career related data: current employment status (such as employer's name & address, department, function/position, staff category), career stage;
- Financial data of natural persons: bank account related data (such as account number, name and address of the holder, name and address of the bank, available funds)
- Data necessary for management of procedural / evaluation / performance related aspects: eligibility criteria related personal data and programme related accreditation

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 (OJEU L295/39, 21.11.2018).

data, exclusion criteria related personal data (including declaration on honour and extracts from judicial records for natural persons), selection criteria related personal data, award criteria related personal data, any other procedural (application, evaluation process related, project reporting and monitoring, etc.) data that is of personal nature and linked to points listed above (including role in the project);

- Authentication and access data: EU Login credentials, IP address, security data/log in files
- Other incidental and unsolicited data: Third party personal data: the supporting documents submitted by the Participant may contain personal data of third persons (such as other experts mentioned in proposals, board members, etc.) not necessary for purposes of processing in business areas of the Portal; data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, and sexual orientation - if these data appear in the documents (CVs, ID documents, other documents) provided without EUIBA request by the data subjects; (references to) personal data freely available on social networks and the Internet.

The data categories listed above are exhaustive but the listed data fields are non-exhaustive.

5. The recipients of the data are on a "need to know" basis:

- Authorised staff members of CINEA and the European Commission (DG ENER) in charge of the selection and monitoring of the projects;
- Authorised external experts contracted by CINEA for the evaluation of the applications;
- Authorised members of the Group for renewable energy CB RES projects established under the Article 6 of Commission Delegated Regulation (EU) 2022/342 of 21.12.2021 supplementing Regulation (EU) 2021/1153 of the European Parliament and of the Council with regard to the specific selection criteria and the details of the process for selecting cross-border projects in the field of renewable energy². The Group is composed of one representative of each EU Member State and one of the European Commission.

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 .

6. Data Subjects rights:

- You have the right at any time to access, rectify, erase ('right to be forgotten') your personal data or to request for the restriction of your processing;
- You are also entitled to object to the processing of your personal data on grounds relating to your particular situation at any time unless CINEA demonstrates compelling and overriding legitimate grounds or in case of legal claims.

When processing is based on your consent, you have the right to withdraw your consent at

² [EUR-Lex - 32022R0342 - EN - EUR-Lex \(europa.eu\)](https://eur-lex.europa.eu/eli/reg/del/2022/342/oj)

any time, without affecting the lawfulness of the processing before such a withdrawal.

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.

If requested your data will be modified or removed accordingly as soon as possible and no longer than within 15 calendar days.

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.

7. How does CINEA protect and safeguard your data?

Relevant organisational and technical measures are taken by the Agency to ensure the security of your personal data. Access to your data is restricted on an individual need to know basis and through User-ID and password and can be accessed via the authentication system. Your data resides on the servers of the European Commission (EC), which abide by strict security measures implemented by DG DIGIT to protect the security and integrity of the relevant electronic assets. CINEA is also bound by Commission Decision 2017/46 of 10/1/17 on the security of communications & information systems in the EC.

The processing of your data will not include automated decision-making.

The personal data and all information collected is also stored on the servers of the processor, which have secured data management systems. The processor is bound by specific contractual clauses for any processing operations of your personal data on behalf of the data controller. The processor has put in place appropriate technical and organisational measures to ensure the required level of security.

For more information please consult their privacy statement:

<https://ec.europa.eu/eusurvey/home/privacystatement>

Your personal data will not be transferred to third countries or international organisations. To be noted that for this process no tracking tool will be used.

8. The legal basis of the processing are:

- Regulation (EU) 2021/1153 of the European Parliament and of the Council of 7 July 2021 establishing the Connecting Europe Facility and repealing Regulations (EU) No 1316/2013 and (EU) No 283/2014;
- Commission Delegated Regulation (EU) 2022/342 of 21.12.2021 supplementing Regulation (EU) 2021/1153 of the European Parliament and of the Council with regard to the specific selection criteria and the details of the process for selecting cross-border projects in the field of renewable energy;
- 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;
- Commission Implementing Decision (EU) 2021/173 of 12 February 2021 establishing the European Climate, Infrastructure and Environment Executive Agency, the European Health and Digital Executive Agency, the European Research Executive Agency, the

European Innovation Council and SMEs Executive Agency, the European Research Council Executive Agency, and the European Education and Culture Executive Agency and repealing Implementing Decisions 2013/801/EU, 2013/771/EU, 2013/778/EU, 2013/779/EU, 2013/776/EU and 2013/770/EU;

- Commission Decision C(2021)947 of 12 February 2021 delegating powers to the European Climate, Infrastructure and Environment Executive Agency³;
- Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012;
- Regulation (EU) 2021/1153 of the European Parliament and of the Council of 7 July 2021 establishing the Connecting Europe Facility and repealing Regulations (EU) No 1316/2013 and (EU) No 283/2014 Regulation (EU) 2021/1153.

9. The time limits for keeping the data are the following:

CINEA keeps data in accordance with the 2022 Commission Retention List, i.e.:

- 10 years from the award decision for personal data in proposals selected in the CB-RES list;
- 5 years from the award decision for personal data in proposals not selected in the list of CB RES list.

Notwithstanding the above retention periods, in the rare occurrence that a file is selected or sampled at the end of retention period, some data may be retained in the European Commission's Historical Archives as required by the Archives Regulation (Council Regulation No. 354/83).

10. Contact information

In case you have any questions about the collection or 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 the Agency (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).

³ 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.