



EUROPEAN INNOVATION COUNCIL AND SMEs  
EXECUTIVE AGENCY (EISMEA)

EISMEA. Department C Finance and administration  
Unit I-02 SMP / SME Pillar, Internal Market and Support to Standardisation

### **Data Protection Notice for EU Payment Observatory**

**Your personal data** is processed in accordance with Regulation (EU) No 2018/1725<sup>1</sup> on the protection of individuals regarding 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 Unit I.02. SMP / COSME Pillar, of the European Innovation Council and SMEs Executive Agency (EISMEA).

The following **entities process** your personal data on our behalf:

#### **CEPS (Centre for European Policy Studies)**

Place du Congrès 1, 1000 Brussels, Belgium  
Tel: +32 (0) 2 229 39 11  
Email: [info@ceps.eu](mailto:info@ceps.eu)

#### **EY Economic And Policy Advisory Services**

Kouterveldstraat 7B, 1831 Diegem (Brussels), Belgium Tel : +32 2 774 91 11  
Email: [EUPaymentObservatory@be.ey.com](mailto:EUPaymentObservatory@be.ey.com)

#### **WebstanZ**

Avenue Méline Mercouri 9 Bte 9.2 7000 Mons  
Tel: +32 (0) 496 75 77 18  
Email: [info@webstanz.be](mailto:info@webstanz.be)

#### **The Rocket Science Group LLC d/b/a Mailchimp**

Bird & Bird GDPR Representative Services Ireland  
Deloitte House, 29 Earlsfort Terrace, Dublin 2, DO2 AY28, Ireland

**The legal basis** for the processing activities is/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 interest (or in the exercise of official authority vested in the Agency)<sup>2</sup> laid down in Union law;*

**The purposes** of this processing are *to manage membership of the stakeholder forum to select experts for interviews, , register and participate in events and surveys, register to newsletters, and conduct related follow-up activities such as satisfaction surveys.*

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<sup>1</sup> 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).

<sup>2</sup> *EISMEA Establishment Act*: Commission Implementing Decision (EU) [2021/173](#) of 12 February 2021 establishing the **European Innovation Council and SMEs Executive Agency** (OJ L 50/9 of 15.2.2021)

*EISMEA Act of Delegation*: [Commission Decision C\(2021\)949](#) delegating powers to the European Innovation Council and SMEs Executive Agency with a view to the performance of tasks linked to the implementation of Union programmes in the field of Innovative Europe, Single Market and Interregional Innovation Investments comprising, in particular, implementation of appropriations entered in the general budget of the Union.

Single Market Programme - Regulation (EU) [2021/690](#).

**The following of your personal data are collected:** *your first name, last name, title, function, professional e-mail, phone number, etc.* All personal data are **mandatory** for the purpose(s) outlined above.

**In the cases, in which personal data has not been obtained directly from the source, the data** *was collected from the publicly available person's organization's website.*

**The recipients** of your personal data will or may be *authorised Agency and Commission staff in charge of the implementation of this service contract* and bodies in charge of monitoring or inspection tasks in application of Union or national law (e.g. internal audits, Court of Auditors, European Anti-fraud Office (OLAF), law enforcement bodies).

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).

**The following technical and organisational security measures** are in place to safeguard the processing of your personal data: Personal data are processed on a need-to-know basis by authorised staff only, with limited access rights; files are stored on secured Servers subject to the European Commission's security Decision 2017/46 of 10 January 2017. Electronic communication and files are secured for internal communication purposes. Paper files are stored in locked cupboards.

**Your personal data** will be kept for a maximum period of 10 years from the end of the contract (20/12/2025). Data will be *manually* 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 **applicable 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 to the Head of Unit EISMEA I.02. SMP / COSME Pillar (entity acting as data controller) via [EISMEA-SMP-COSME-ENQUIRIES@ec.europa.eu](mailto:EISMEA-SMP-COSME-ENQUIRIES@ec.europa.eu).

**You shall have the right** of recourse at any time to the EISMEA Data Protection Officer at [EISMEA-DPO@ec.europa.eu](mailto:EISMEA-DPO@ec.europa.eu) and to the European Data Protection Supervisor at <https://edps.europa.eu>.

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