



EUROPEAN COMMISSION

Directorate-General for Internal Market, Industry, Entrepreneurship and SMEs

Investment
Public Procurement

Brussels,
GROW/C/2

PROTECTION OF YOUR PERSONAL DATA

This privacy statement provides information about the processing and the protection of your personal data.

Processing operation: Public procurement ex-ante assessment mechanism for large infrastructure projects

Data Controller: European Commission - DG GROW (DIRECTORATE-GENERAL FOR INTERNAL MARKET, INDUSTRY, ENTREPRENEURSHIP AND SMES) / Directorate C – Investment / Unit C2 – Public procurement (hereinafter “DG GROW Unit C.2” or “the Data Controller”)

Record reference: DPR-EC-00353

Table of Contents:

1. Introduction
2. Why and how do we process your personal data?
3. On what legal ground(s) do we process your personal data
4. Which personal data do we collect and further process?
5. How long do we keep your personal data?
6. How do we protect and safeguard your personal data?
7. Who has access to your personal data and to whom is it disclosed?
8. What are your rights and how can you exercise them?
9. Contact information
10. Where to find more detailed information?

1. Introduction

The European Commission (hereafter ‘the Commission’) is committed to protect your personal data and to respect your privacy. The Commission collects and further processes personal data pursuant to [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 (repealing Regulation (EC) No 45/2001).

This privacy statement explains the reason for the processing of your personal data, the way we collect, handle and ensure protection of all personal data provided, how that information is used and what rights you have in relation to your personal data. It also specifies the contact details of the responsible Data Controller with whom you may exercise your rights, the Data Protection Officer and the European Data Protection Supervisor.

The information in relation to processing operation for the "*Public procurement ex-ante assessment mechanism for large infrastructure projects*" undertaken by the Data Controller is presented below.

2. Why and how do we process your personal data?

The Data Controller processes personal data to help contracting authorities/entities and/or practitioners in the field of procurement in dealing with large-scale infrastructure projects by offering support in the application of the EU procurement rules. For more information, see the European Commission Communication, '[Helping investment through a voluntary ex-ante assessment of the procurement aspects for large infrastructure projects](#)', of 3 October 2017 (COM/2017/0573 final) and the dedicated electronic system at: <https://ec.europa.eu/growth/tools-databases/pp-large-projects/>.

The data processed is intended to be used both for contacting of the users (if needed) and enabling the Commission services to perform an assessment of the respective projects in order to respond to the questions and notifications received.

Your data will not be used for an automated decision-making, including profiling.

3. On what legal ground(s) do we process your personal data

We process your personal data 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 Union institution or body, as described in Communication 'Helping investment through a voluntary ex-ante assessment of the procurement aspects for large infrastructure projects'.

4. Which personal data do we collect and further process?

In order to carry out this processing operation, the Data Controller obtains your personal data via the information provided in the online registration form, when submitting either a question via the Helpdesk or a project notification via the Notification mechanism. In particular, we process the following personal data for the purpose described above:

- Your surname
- Your given name
- Your email address
- Your organization
- Your country
- Your telephone number
- Your position or job title
- Your department
- Your location or physical address

Also, in case a formal opinion of the Commission is requested via the Helpdesk or the Notification mechanism, users might upload word/pdf documents with relevant information about the respective projects which might also include personal data (surname and given name, e-mail address, organization, country, address of the person signing the letters or/and of the person in charge of the respective project). In the response letter sent by the Commission services, personal data referring to the contact person of the respective project as well as the Commission official signing the letter (Director General of DG GROW) are also collected.

5. How long do we keep your personal data?

The Data Controller only processes and keeps your personal data for the time necessary to fulfil the purpose of allowing the contact of the data subjects and future referrals to the Commission's

assessment. Therefore, your personal data will be anonymised 10 years after the Commission's reply to the question or the project notification received.

6. How do we protect and safeguard your personal data?

All personal data in electronic format (e-mails, documents, databases, uploaded batches of data, etc.) are stored on the servers of the European Commission. All processing operations are carried out pursuant to the [Commission Decision \(EU, Euratom\) 2017/46](#) of 10 January 2017 on the security of communication and information systems in the European Commission.

In order to protect your personal data, the Commission has put in place a number of technical and organisational measures. Technical measures include appropriate actions to address online security, risk of data loss, alteration of data or unauthorised access, taking into consideration the risk presented by the processing and the nature of the personal data being processed. Organisational measures include restricting access to the personal data solely to authorised persons with a legitimate need to know for the purposes of this processing operation.

7. Who has access to your personal data and to whom is it disclosed?

Access to your personal data is provided to the Commission staff responsible for carrying out this processing operation and to authorised staff according to the “need to know” principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

8. What are your rights and how can you exercise them?

You have specific rights as a ‘data subject’ under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725, in particular the right to access, rectify or erase your personal data and the right to restrict the processing of your personal data. Where applicable, you also have the right to object to the processing or the right to data portability.

You can exercise your rights by contacting the Data Controller, or in case of conflict the Data Protection Officer. If necessary, you can also address the European Data Protection Supervisor. Their contact information is given under Heading 9 below.

Where you wish to exercise your rights in the context of one or several specific processing operations, please provide their description (i.e. their Record reference(s) as specified under Heading 10 below) in your request.

9. Contact information

- The Data Controller

If you would like to exercise your rights under Regulation (EU) 2018/1725, or if you have comments, questions or concerns, or if you would like to submit a complaint regarding the collection and use of your personal data, please feel free to contact the Data Controller:

European Commission - Unit GROW C2 – Public procurement

E-mail: GROW-C2@ec.europa.eu

- The Data Protection Officer (DPO) of the Commission

In case of disagreement with the Data Controller, you may contact the Commission Data Protection Officer (DATA-PROTECTION-OFFICER@ec.europa.eu) with regard to issues related to the processing of your personal data under Regulation (EU) 2018/1725.

- The European Data Protection Supervisor (EDPS)

You have the right to have recourse (i.e. you can lodge a complaint) to the European Data Protection Supervisor (edps@edps.europa.eu) if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data by the Data Controller.

10. Where to find more detailed information?

The Commission Data Protection Officer (DPO) publishes the register of all processing operations on personal data by the Commission, which have been documented and notified to him. You may access the register via the following link: <http://ec.europa.eu/dpo-register>.

This specific processing operation has been included in the DPO's public register with the following Record reference: DPR-EC-00353.