



## Data Protection Notice

### 'Lily' database for the management of projects success stories

In accordance with the Regulation (EU) 2018/1725 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 (the Regulation), the European Research Executive Agency (Agency or REA) collects your personal information only to the extent necessary to fulfil a precise purpose related to our tasks.

#### 1. WHY DO WE COLLECT YOUR PERSONAL DATA?

Lily is an internal database designed to support the communication activities on achievements of funded research projects and their results. Lily is an internal IT tool developed by the European Research Council Executive Agency (ERCEA) to manage information on communication of EU-funded projects.

Data stored includes information on EU-funded projects managed by the European Research Executive Agency (REA) typically:

- Project Acronym
- Project Title
- Call identifier
- Project coordinator/MSCA fellow: First Name
- Project coordinator/MSCA fellow: Last Name
- Project coordinator/MSCA fellow: Gender
- Project coordinator/MSCA fellow: Email
- Project coordinator: Phone number
- Coordinating institution: Name
- Coordinating institution: Country
- Links and references to audio-visual material (photos, sound and image recordings) featuring beneficiaries.
- The referenced recordings may include information on beneficiaries private sphere given by the researchers.

#### 2. WHO IS RESPONSIBLE FOR THIS PROCESS?

The controller is REA and the processor is ERCEA. For organisational reasons, the role of the data controller is exercised by the Head of Sector 'Communication and Feedback to policy', Unit D1 'Planning, Knowledge and Compliance', Contact email: [REA-EXTERNAL-COMMUNICATION@ec.europa.eu](mailto:REA-EXTERNAL-COMMUNICATION@ec.europa.eu)

#### 3. WHAT IS THE LEGAL BASIS TO COLLECT YOUR DATA?

Article 5(1) of the Regulation:

- (a) 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,

(d) based on the explicit consent of the data subject for the non-mandatory personal data indicated below.

- 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)952 of 12.2.2021 delegating powers to the European Research Executive Agency with a view to the performance of tasks linked to the implementation of Union programmes in the field of Research and Innovation, Research of the Fund for Coal and Steel and Information Provision and Promotion Measures concerning Agricultural Products comprising, in particular, implementation of appropriations entered in the general budget of the Union;

- REA external communication strategy.

#### **4. WHICH PERSONAL DATA ARE COLLECTED?**

##### From REA staff with a communication role

- Name, Surname and user login;
- Personal number;
- Contract start date;
- Contract end date;
- Users' units;
- Office address;
- Office phone number;
- Office e-mail address.

##### From projects

- Project Acronym
- Project Title
- Call name
- Project coordinator/MSCA fellow : First Name
- Project coordinator/MSCA fellow: Last Name
- Project coordinator/MSCA fellow: Gender
- Project coordinator/MSCA fellow: Email
- Project coordinator: Phone number
- Coordinating institution: Name
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#### **5. WHO WILL HAVE ACCESS TO YOUR PERSONAL DATA?**

##### **a. WHO WILL HAVE ACCESS TO THE DATA WITHIN THE AGENCY?**

##### Within REA

Staff members of the REA Communication and feedback to policy sector in Unit REA D1. can access the application as well as a limited number of staff of the Agency, on a need to know and need to do basis:

- With a communication role, mainly communication correspondents in operational units
- With a role to maintain Lily (Unit D1).

Within ERCEA (acting as processor)  
Staff members with a role to maintain Lily in Unit ERCEA D1.

**b. WHO WILL HAVE ACCESS TO THE DATA OUTSIDE THE AGENCY?**

The database is not accessible from outside REA.

**6. HOW LONG DO WE KEEP YOUR PERSONAL DATA?**

Retention time is in line with the retention policy of REA grants available on the Funding & tender opportunities portal (Single Electronic Data Interchange Area (SEDIA)): information on beneficiaries receiving EU funding is currently retained for 10 years after the closing of the project (last payment).

For H2020: [h2020-ssps-grants-sedia\\_en.pdf \(europa.eu\)](#)

**7. WHAT ARE YOUR RIGHTS?**

You may have access to your personal data and may exercise your right of access / rectification / erasure / restriction / data portability / objection / withdrawal of consent by contacting the data controller via [REA-EXTERNAL-COMMUNICATION@ec.europa.eu](mailto:REA-EXTERNAL-COMMUNICATION@ec.europa.eu)

Further to the above, you can contact the REA Data Protection Officer (DPO): [REA-DATA-PROTECTION-OFFICER@ec.europa.eu](mailto:REA-DATA-PROTECTION-OFFICER@ec.europa.eu).

In case of conflict, you can address your complaint to the European Data Protection Supervisor: [EDPS@edps.europa.eu](mailto:EDPS@edps.europa.eu).

**8. CONTACT INFORMATION**

In case you have any questions about the collection/processing of your personal data, you may contact the data controller responsible for this processing activity via [REA-EXTERNAL-COMMUNICATION@ec.europa.eu](mailto:REA-EXTERNAL-COMMUNICATION@ec.europa.eu)