EUROPEAN COMMISSION
Directorate-General for Agriculture and Rural Development
Directorate F – Outreach, Research & Geographical Indications
F.2 – Research & innovation

PROTECTION OF YOUR PERSONAL DATA

Processing operation: Processing of personal data linked to meetings and events - Horizon Europe Mission "A Soil Deal for Europe" – Clustering activities

Data Controller: European Commission, Directorate-General for Agriculture and Rural Development, Unit F.2 'Research and Innovation unit' (hereafter, 'AGRI F.2')

Record reference: DPR-EC-01063

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 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 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.

This privacy statement explains the reason for the processing of your personal data organised by the European Commission, DG AGRI Unit F.2, in the context of the implementation and operation of the "Horizon Europe Mission 'A Soil Deal for Europe' – Clustering activities", undertaken by AGRI F.2 and presented below.

This document explains how we collect, handle, and protect all personal data provided, how that information is used, and what rights you have regarding 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.

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

Purpose of the processing operation: DG AGRI Unit F.2, collects and processes your personal data to:

- Restore previous and/or launch new clusters for projects funded under the Mission Soil (as well as other European funding instruments).
- Organise and manage the meetings of the clusters (in-person / hybrid once a year, otherwise online).
- Implement the cluster meetings through a third-party videoconference IT service (Microsoft Teams). A recording of each meeting will be taken (including the following categories of personal data: name, surname, audio and visual content) for the purpose of preparing minutes. The recording will not be made publicly available.
- Create and maintain the Mission Soil Platform's contact database of the cluster and share your contact information with other participants in the cluster for further collaboration.
- Include your views/opinions expressed in the cluster meetings in a half-yearly internal report. This report will describe cluster activities and provide details on the cluster engagement (including information on meeting attendance and meeting minutes). The report will not be made publicly available; however, general information about cluster activities will be published on the Mission Soil Platform website, including cluster factsheets (no personal data will be disclosed).

We are using the Commission's online questionnaire tool EUSurvey in order to facilitate your registration and collect information. For further information on this tool, please refer to the processing operation 'EUSurvey' (DPR-EC-01488) and its privacy statement.

Your contribution to the processing operations as listed above is stored in the Commission's document management system (for further information on the Commission's document management system, please refer to the processing operation 'Management and (short- and medium-term) preservation of Commission documents`, reference number: DPR-EC-00536).

Audio-visual recordings (for the purpose of minutes-drafting) of the participants may be taken during the meetings.

You should be aware that if the chat and/or comments functions are enabled (during online or hybrid meetings), any interaction with them will remain available on the recording.

Participants who do not wish to be part of the above recording activities have the possibility to object to processing by contacting the controller, AGRI F2, through the contact details available in section 9 of this document.

We will not publish individual opinions expressed during cluster meetings, but the overall discussion may be summarised in documents which may be made public on the Mission Soil Platform and on the Commission's Publication Office Portal.

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

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

The processing operations on personal data linked to the organisation, management, follow-up, and promotion of the cluster meetings (including audiovisual recording, etc.) are necessary for the management and functioning of the Commission, as mandated by the Treaties. Those provisions are, in particular, Article 11 of the Treaty on European Union and Article 15 of the Treaty on the Functioning of the European Union. Additionally, the public interest to carry out these operations is also set out under Regulation (EU) 2021/695, and specifically in Article 8(4), stating that all EU Missions "shall have a clear R&I content"; as well as in COM(2021) 609 final[1] which specifies that the Horizon Europe Mission "A Soil Deal for Europe" will fund an ambitious R&I programme. Enhancing synergies among activities carried out under the funded projects by clustering them along thematic areas will contribute to the high-quality delivery of the Mission.

Consequently, the processing operations listed below are lawful under Article 5(1)(a) of Regulation (EU) 2018/1725 (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).

The processing operations carried out on the basis of public interest are:

- collection of personal data (name, email, role in the project) for the purpose of launching a dedicated cluster for projects funded under the Mission Soil (as well as other European funding instruments);
- organisation and management of the meetings of the cluster;
- audio-visual recording of the meetings, for the sole purpose of preparing meeting minutes.

The processing operations on personal data of the staff Members of the Commission's contractors are carried out in line with the contractual provisions. Consequently, that processing is necessary and lawful under Article 5(1)(c) of Regulation (EU) 2018/1725 (processing is necessary for the performance of a contract to which the data subject is a party or in order to take steps at the request of the data subject prior to entering into a contract).

As a participant, your consent is required for the processing of the following data during the event:

- ☐ for in-person meetings only, if applicable, any special access requirements and/or dietary preferences, for the purpose of providing you with accommodation.

[1] Communication from the Commission to the European Parliament, the Council, the European Economic and Social Committee and the Committee of the Regions on European Missions.

If you provide us with this information, you are giving us your explicit consent under Article 10(2)(a) of Regulation (EU) 2018/1725 to process your personal data for those specific purposes.

You can withdraw your consent for these services at any time by contacting the data controller, DG AGRI F.2, at EU-HORIZON-MISSION-SOIL@ec.europa.eu.

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

The following personal data may be processed in the context of the cluster meetings:

- Name, surname and email address;
- Region;
- Gender;
- Type of participant;
- Name of the project and role in it;
- Opinions, views and contributions on the specific-cluster activities;
- Audio-visual recording taken during the meetings.

For in-person meetings, we may also collect ID details in order to ensure access to the meeting venue, as well as dietary preferences and special access requirements (if any) for the purpose of providing accommodations.

Providing personal data is not mandatory, but it is necessary for you to participate in the cluster activities. The provision of dietary preferences and special access needs is always voluntary.

Finally, to monitor and evaluate the effectiveness of events and meetings as communication tools, AGRI F.2 may collect and process the following data in aggregate.

- total number of event registrations;
- number of event registrations by region, gender and type of participants (e.g., citizens, stakeholders);
- total number of event attendees;
- total number of online/on-site participants;
- number of event attendees by regions, gender, and type of participants (e.g. citizens, and categories of stakeholders).

We collect this kind of information based on the data you provide to us when registering for the event.

You might get an email from us asking you to provide feedback on the event you attended. This will be performed through a brief survey, which you are not obligated to complete. The response we will receive from you is anonymous, as we are distributing a single survey link to all prospective respondents. It is impossible to link any one person to a specific survey response.

5. How long do we keep your personal data?

The Data Controller only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing.

For each of the categories of personal data that may be processed, please find below the retention details and the reference to the relevant record of processing:

- Personal data related to the organisation and management of the meeting or event (this includes the information given during the registration, before, during or after the event) will be kept for **five years** after the meeting or event.

- Sensitive personal data relating to dietary and/or access requirements will be deleted as soon as they are no longer necessary for the purpose for which they have been collected in the framework of the meeting or event, but no later than within **1 month** after the end of the meeting or event.
- In case of audio-visual recording of the meetings, the recordings will be kept for **3 months** after the meeting or event before being deleted.
- Personal data shared with the Directorate-General for Human Resources and Security of the European Commission to enable participants to access Commission buildings is retained **for 6 months** after the termination of the link between the data subject and the Commission. More information is available in the Record of Processing DPR-EC-00655 (Commission Physical Access Control System (PACS)).

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

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

To protect your personal data, the Commission has implemented a number of technical and organisational measures. Technical measures include appropriate actions to address online security, the risk of data loss, data alteration, or unauthorised access, taking into consideration the risks 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.

The Commission's processors (contractors) are bound by a specific contractual clause for any processing operations of your personal data on behalf of the Commission. The processors have to put in place appropriate technical and organisational measures to ensure the level of security required by the Commission.

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 (DG AGRI Unit F.2) responsible for carrying out this processing operation and to other authorised Commission staff according to the "need to know" principle. Such staff abide by statutory and, when required, additional confidentiality agreements.

Our processors also have access to your personal data to organise cluster activities.

Our processors are:

- **NTU International A/S**
  Vestre Havnepromenade 5
  9000 Aalborg,
  Denmark
  Tel: +45 99 30 00 00
  Email: ntu@ntu.eu
  NTU International A/S has access to all personal data processed in this operation.

- **IAK Agrar Consulting GmbH**
  Bornaer Strasse 16,
  04288 Leipzig,
  Germany

IAK Agrar Consulting GmbH will have access to personal data pertaining to all clusters.

- **Green Finance Institute Espana – GFI Espana**
  Calle Valle de Leniz 30
  Boadilla del Monte, 28660 Madrid,
  Spain
  Green Finance Institute Espana will have access to data from the Cluster on Business models and investments.

- **EIT Food CLC North-East sp. z o.o.**
  Koszykowa 54,
  00-675 Warsaw,
  Poland
  EIT Food CLC North-East sp. z o.o will have access to data from the Cluster on Business models and investments.

- **Centre for Strategy & Evaluation Services LLP (CSES)**
  Swerford House,
  148 Beaumont Road, Birmingham,
  B30 1NY
  United Kingdom
  CSES will have access to data from the Cluster on Soil indicators and monitoring.

- **Institutul National de Cercetare-Dezvoltare pentru Pedologie, Agronomie si Protectia Mediului – ICPA Romania**
  Bd. Marasti nr 61,
  011464, Bucharest
  Romania
  ICPA Romania will have access to data from the Cluster on Soil Indicators and monitoring, as well as the Cluster on Soil pollution and remediation.

- **Zabala Innovation Consulting S.A**
  Paseo Santxiki 3 bis,
  31192 Navarra
  Spain
  Zabala Innovation Consulting will have access to data from the Cluster on Communication and stakeholder engagement.

- **Ernst & Young denkstatt GmbH**
  1220 Wien,
  Austria
  Ernst & Young denkstatt GmbH will have access to data from the Cluster on Business models and investments, as well as the Cluster on Data and knowledge management.

Other processors may be engaged to organise specific in-person meetings; if this is the case, this privacy statement will be updated to reflect the change.

Members of each cluster will be aware of the names and contact details of other members of the same cluster due to the use of Microsoft Teams; they will not receive information on members of different clusters.

Please note that pursuant to Article 3(13) of Regulation (EU) 2018/1725 public authorities (e.g. Court of Auditors, EU Court of Justice) which may receive personal data in the framework of a particular inquiry in accordance with Union or Member State law shall not be regarded as recipients. The further processing of those data by those public authorities shall comply with the applicable data protection rules, in accordance with the purposes of the processing.

The information we collect will not be given to any third party, except to the extent and for the purposes required by law.

Third party IT tools

Microsoft Teams will also be used as a platform for online collaboration and for online and hybrid meetings. Due to our use of the platform, members of each cluster will be aware of the names and contact details of other members of the same cluster.

The use of a third-party IT tool does not in any way imply that the European Commission endorses them or their privacy policies. In the event that one or more third-party IT tools are occasionally unavailable, we accept no responsibility for any lack of service resulting from their downtime.

International transfers

Through the use of Microsoft Teams, some of your personal data will be transferred to Microsoft Corporation, a US-based entity, under the EU-US Data Privacy Framework (an adequacy decision under Article 47 of Regulation (EU) 2018/1725).

One of our contractors, Centre for Strategy & Evaluation Services LLP, is located in the United Kingdom. We will transfer personal data linked to this operation to them under Commission Implementing Decision (EU) 2021/1772 (an adequacy decision under Article 47 of Regulation (EU) 2018/1725).

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 your personal data and to rectify it in case your personal data is inaccurate or incomplete. Where applicable, you have the right to erase your personal data, to restrict the processing of your personal data, to object to the processing, and the right to data portability.

You have the right to object to the processing of your personal data, which is lawfully carried out pursuant to Article 5(1)(a) of Regulation (EU) 2018/1725 on grounds relating to your particular situation.

If you have consented to provide your personal data to the data controller for that processing operation, you will be able to withdraw your consent at any time by notifying the Data Controller, AGRI F.2, at EU-HORIZON-MISSION-SOIL@ec.europa.eu. The withdrawal of your consent will not affect the lawfulness of the processing carried out before you have withdrawn the consent.

You can exercise your rights by contacting the data controller, AGRI F.2, 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, AGRI F.2, at EU-HORIZON-MISSION-SOIL@ec.europa.eu.

- **The Data Protection Officer (DPO) of the Commission**

You may contact the 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 carried out by the European Commission that 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-01063.