



EUROPEAN COMMISSION

PROTECTION OF YOUR PERSONAL DATA

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

Processing operations: Selection of members of the Health Technology Assessment Stakeholder Network (hereafter 'the HTA Stakeholder Network') and publication of personal data of the representatives of the HTA Stakeholder Network members on the publicly accessible webpage of the HTA IT Platform¹.

Data Controller: European Commission, Directorate-General Health and Food Safety, Directorate C, Unit C2 - State of Health, European Semester, Health Technology Assessment

Record reference: DPR-EC-17609.

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 Pending setting up of this Platform, the relevant data will be published on the dedicated EC webpage.

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.

This privacy statement explains the reasons 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 in the context of establishing the HTA Stakeholder Network. It also specifies the contact details of the responsible Data Controller with whom you may exercise your rights, of the Data Protection Officer and of the European Data Protection Supervisor.

This privacy statement concerns the following processing operations undertaken by the Data Controller:

- (1) “selection of members of the HTA Stakeholder Network” and
- (2) “publication of personal data of the representatives of the HTA Stakeholder Network members on the publicly accessible webpage of the HTA IT Platform.

The selection of the HTA Stakeholder Network members is carried out via public call for applications.

The publicly accessible webpage of the HTA IT Platform is a public database that will contain, among other things, the list of the members of the HTA Stakeholder Network. It will include personal data of the Stakeholder Network members’ representatives.

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

Purpose of the processing operations:

The Data Controller collects and uses your personal data to establish the HTA Stakeholder Network. In that context, in order to select among the applicants who best fulfil the selection criteria mentioned in the call for applications, the Data Controller will collect and assess personal information of the representatives of the candidate stakeholder organisations.

Furthermore, once the HTA Stakeholder Network members are selected, in order to comply with the requirements set out in [Regulation \(EU\) 2021/2282](#) of the European Parliament and of the Council of 15 December 2021 on health technology assessment, the Data Controller will publish personal information of the representatives of the these members on the publicly accessible webpage of the HTA IT Platform².

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

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

² Articles 29(4) and 30(3)(r) of Regulation (EU) 2021/2282.

We process your personal data, because processing is necessary for the performance of a task carried out in the public interest (Article 5(1)(a) of Regulation (EU) 2018/1725) and to comply with a legal obligation to which the Data Controller is subject (Article 5(1)(b) of Regulation (EU) 2018/1725). The Union act for such necessary processing under Article 5(1)(a) and (b) of Regulation (EU) 2018/1725 is Regulation (EU) 2021/2282 (Articles 29 and 30(3)(r)).

As regards, in particular, the declarations of interests filled in by the candidate stakeholder organisations' representatives, the processing of personal data is foreseen in Article 29(3) of Regulation (EU) 2021/2282. Furthermore, the public disclosure of declarations of interests of the representatives once appointed is required in Articles 29(4) and 30(3)(r) of Regulation (EU) 2021/2282.

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

In order to carry out the processing operations, the Data Controller will collect the following categories of personal data:

- *First name, last name;*
- *Function/title in the organisation;*
- *Contact details (e-mail address, telephone number, postal address, country);*
- *Specific expertise and experience relevant to the Union cooperation on HTA;*
- *English language knowledge;*
- *Interest represented;*
- *Information included in the declarations of interests.*

The provision to the Commission services of the personal data required is mandatory to meet a legal requirement of selecting members of the HTA Stakeholder Network as set in Regulation (EU) 2021/2282. The types of personal data listed above (with the exception of contact details, specific expertise and experience relevant to the Union cooperation on HTA and the English language knowledge) are made publicly available on the publicly accessible webpage of the HTA IT Platform, in order to comply with the requirements set out in Regulation (EU) 2021/2282. If you do not provide the personal data required, possible consequences are that the application of your organisation will not be considered for selection as a member of the HTA Stakeholder Network or, if already selected, their membership will be suspended.

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. The following modalities apply:

- The competent Commission services keep personal data submitted to them as part of rejected applications for **one year** after the end of the deadline for submitting the applications and do not process them for other purposes; these personal data are not published on the publicly accessible webpage of the HTA IT Platform.
- The personal data of the representatives of the HTA Stakeholder Network members are published on the publicly accessible webpage of the HTA IT Platform during the duration of existence of the HTA Stakeholder Network.
- When an individual is no longer representative of a member of the HTA Stakeholder Network, all personal data related to this individual, including their declaration of interests, is removed from the webpage and is therefore not public anymore.
- The competent Commission services keep personal data for the period during which the relevant individual is a representative of a member of the HTA Stakeholder Network

and for **five years** after the date on which the individual is no longer representative of a member of the HTA Stakeholder Network. Following this five-year period, the personal data is transferred to the historical archives and a review takes place no later than 25 years after that transfer to the historical archives to evaluate whether to keep the data permanently or to delete some or all data.

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 the processing operations.

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

Access to your personal data is provided to the Data Controller's staff responsible for carrying out the processing operations and to other authorised Commission staff according to the "need to know" principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

Certain personal data collected, as explained in Headings 4 and 5, will be publicly available on the webpage of the HTA IT Platform.

Please note that pursuant to Article 3(13) of Regulation (EU) 2018/1725, public authorities (e.g. Court of Auditors, EU Court of Justice, European Ombudsman) 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 be in compliance with the applicable data protection rules according to the purposes of the processing.

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

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) and Article 35 of Regulation (EU) 2018/1725, in particular the right to access your personal data and to rectify them in case your personal data is inaccurate or incomplete. Under certain conditions, 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 on grounds relating to your particular situation in accordance with Article 23(1) of Regulation (EU) 2018/1725.

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 as specified under Heading 10 below) in your request.

Data subject requests shall be handled within one month from receipt of the request by the Commission. That period may be extended pursuant to 14(3) of Regulation (EU) 2018/1725. Should more time be required to handle the request for justified reasons, the data subject shall receive a holding reply from the unit responsible for the 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, the European Commission, Directorate-General for Health and Food Safety, Unit C2 – State of Health, European Semester, Health Technology Assessment, at SANTE-HTA@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 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>.

These specific processing operations will be included in the DPO's public register with the following Record reference: DPR-EC-17609.