



European Research Council
Executive Agency

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DATA PROTECTION NOTICE

ERCEA Communication Unit ‘Lily’ IT tool

supporting ERC communication on funded projects

This notice concerns the processing operations in the context of the ‘Lily’ IT tool which supports European Research Council (ERC) communication on its funded projects. This processing requires the handling of personal data and is therefore subject to Regulation (EU) 2018/1725 (Data protection regulation)¹.

1. What personal information do we collect, from where and for what purpose?

1.a) Personal data

‘Lily’ is an internal IT tool developed by the European Research Council Executive Agency (the ERCEA) to manage information on ERC projects, as used in ERC communication and feedback to policy activities.

With the objective of raising ERC's global awareness and informing the media, stakeholders and the public at large of ERC's activities and achievements, the ERCEA processes personal data of ERC grant holders, staff members of their host institutions (the beneficiaries of ERC grants) as well as that of ERCEA staff members working with the projects.

Data stored includes information on the ERC-funded project as well as information on the Principal Investigator (PI), typically:

- Principal investigators’ first name, surname, gender, date of birth and nationality; their organisation, position, title, city and country of work, phone, email, and other titles, positions and awards the PI may have received;
- Information on the Principal Investigators’ research, interests, achievements and career may be stored with a view to identify potential speakers for events that the ERC will participate in, or to use as “ambassadors” in ERC communication campaigns.

¹ 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.

- Information on ERC-funded projects as is publicly available on the [CORDIS](#) database (acronym, title, project number, call year, panel, abstract, project start and end date, funding allocated to the project) as well as the date of project signature and project keywords (as suggested by the Principal investigators at the time of their application);
- Recommendations collected from ERCEA staff and communication partners on the communication potential of some of the ERC-funded projects, including recommendations of some PIs as potential speakers at ERC events – as gathered after the panel evaluations, after monitoring of the PI's scientific report as submitted to the ERCEA, or as a result of events or publications in the media concerning their ERC funded projects. Links to public websites, videos and articles may be added to support the recommendation.
- The ERC may also collect the names of communication correspondents in the host institutions of the ERC grant holders.
- The names of ERCEA staff member following a given project: Scientific, Project, and Ethics officers as well as the name of the staff member who last updated the information of a project in the Lily IT tool.

1.b) Purposes of the processing

The Lily application aims to support the communication of ERC activities and achievements to the public, in particular of ERC-funded research projects and their results. This purpose is in line with the Commission Decisions delegating powers to the ERCEA with a view to performance of tasks linked to the implementation of the specific programme under FP7, H2020 and Horizon Europe, as well as ERC annual External Communication Strategy.

Under Horizon Europe, the ERCEA has the delegated task to identify, analyse and communicate policy relevant results of ERC funded research and project portfolios to the Commission (feedback to policy). The Lily tool may support these activities as well.

The Lily application has three main purposes:

1. to collect information on projects that will help find the right project for the right communication activity;
2. to record information on communication materials published on ERC projects with grant holders' consent (e.g. on the ERC website, in ERC publications or websites of the European Commission Research and Innovation family);
3. to make a set of these communication materials available to the public via the ERC Research Information System (ERIS)².

1.c) From where the data is collected

Information related to projects and Principal investigators is imported from CORDA.

The IT tool may store information received from ERCEA staff members and communication partners that is relevant for the communication of the project.

² <http://eris.ercea.cec.eu.int/#/SearchStart>

2. Who has access to your information and to whom is it disclosed?

The application is accessible from the ERCEA internal network only, with an individual password (EU login). Access to the application is granted on a need to know and need to do basis to:

- Scientific officers in ERCEA scientific management department;
- Staff members of the ERCEA communication unit;
- Project officers and ethic officers following ERC project have access to a limited set of information;
- staff members with a role to host and maintain the application in the European Commission DIGIT Directorate and the ERCEA IT unit.

A set of data consisting of communication materials on ERC funded projects, validated by ERC Principal Investigators, will be published on the ERC Research Information System (ERIS) via a publishing system and will be publicly accessible. Data will consist of a title and short summary of the communication material (e.g. article, video) with a hyperlink and publication date. An illustration may be added in which case a caption, copyright and credit information will be added as appropriate.

In addition, certain administrative details may be disclosed, in compliance with the relevant current legislation and established case law, and on a temporary basis to legislative or supervisory bodies of the ERCEA, as well as auditing bodies.

3. What are your rights?

You have the right to access the personal data the ERCEA holds about you and to request to have them rectified where necessary. 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.

To exercise any of these rights, you should apply to the Head of the Communication Unit, who is responsible for such processing (i.e. the Controller), by sending an e-mail specifying your request to the mailbox indicated in point 5. Please note that in some cases restrictions under the terms and conditions of Article 25 of the Data protection regulation may apply.

As this processing of your personal data is based on your consent [point (d) of Article 5(1) or point (a) of Article 10(2)], please note that you can withdraw it at any time, and this will have effect from the moment of your retraction. The processing based on your consent before its withdrawal will remain lawful.

4. How long do we keep your data?

The retention period is determined by the retention period of the ERCEA Back-Office 'Grants' application from which the data comes from. For the time being, information on

beneficiaries receiving EU funding is retained for 10 years after the closing of the project (last payment). This is aligned with the retention policy for grant management³.

However, we may keep a record of communication products or activities produced or organised with your project (which may identify you), for historical and archiving purposes with the appropriate safeguards in place.

5. Contact information

If you would like to receive further information, you can contact the responsible person (the Data Controller), Head of Unit Communication of ERCEA via the mailbox: ERC-PROJECT-PROMOTION@ec.europa.eu.

The ERCEA Data Protection Officer is at your disposal for any clarification you might need on your rights under Regulation (EU) 2018/1725 at the following e-mail address: ERC-DATA-PROTECTION@ec.europa.eu

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.

6. Legal basis

The legal basis applying to these processing operations are:

The legal bases applying to these processing operations are the following:

- Article 5(1) of the Data protection 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) the data subject has given consent to the processing of his or her personal data for one or more specific purposes⁴;

- COMMISSION DECISION C(2021)3402 of 12/05/2021 establishing the European Research Council for Horizon Europe – the Framework Programme for Research and innovation and repealing Decision C(2013)8915

- COMMISSION IMPLEMENTING DECISION C(2021) 953 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

³ http://ec.europa.eu/research/participants/data/support/legal_notice/h2020-ssps-grants-sedia_en.pdf

⁴ Purposes which may include: to be contacted by ERCEA staff for communication campaigns, pitching events, presentation of their project's evolution or outcomes to the public, invitation to represent the ERC in national or international forums, studies etc

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) 950 of 12 February 2021 on delegating powers to the European Research Council Executive Agency with a view to the performance of tasks linked to the implementation of Union programmes in the field of frontier research comprising, in particular, implementation of appropriations entered in the general budget of the Union

- the ERC annual External Communication Strategy.

