



European Research Council
Executive Agency

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ERCEA

SPECIFIC PRIVACY STATEMENT
ERCEA Communication Unit
‘Lily’ IT tool
supporting ERC communication on funded projects

This statement concerns 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 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 publically 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 team 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 and H2020 and ERC annual External Communication Strategy.

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 grantholders' 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. 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:

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

- Staff members of the ERCEA communication unit;
- a limited number of staff of the Agency with a communication role;
- 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 publically 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 are entitled to access the personal data the ERCEA holds about you and to have them rectified where necessary. In certain cases, you also have the right to have your data erased, the right to object to processing or the right to data portability.

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

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 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 may lodge a complaint to the European Data Protection Supervisor: EDPS@edps.europa.eu

6. Legal basis

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 purposes³;

- Commission Decision 2007/134/EC establishing the ERC, as amended by Commission Decision (2011/12/EU) of 12 January 2011;

- Commission decision of 8/x/2008 delegating powers to the European Research Council Executive Agency with a view to performance of tasks linked to implementation of the specific programme ideas in the field of research comprising in particular implementation of appropriations entered in the community budget: "within the guidelines set by the commission, in particular in its work programmes, the agency shall be entrusted with the following tasks for the specific programme ideas: [...] (e): plan and implement information, communication and dissemination actions;"

- the ERC annual External Communication Strategy.

³ 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