

## **Specific Privacy Notice - Studentships**

### **Specific privacy notice on personal data protection in relation to the selection procedure for the “Fusion for Energy” studentship scheme**

“Fusion for Energy” is committed to comply with the Regulation (EC) 45/2001 of the European Parliament and of the Council of 18<sup>th</sup> December 2000 concerning the protection of individuals with regard to the processing of personal data by the Community institutions and bodies, and on the free movement of such data. In accordance with Articles 11 and 12 of the Regulation, “Fusion for Energy” is obliged to provide candidates with the following information prior to their application:

#### **Identity of the controller:**

Mr Stavros Chatzipanagiotou - Head of the Resources Department

#### **Purposes of the processing operation:**

To organise the procedure to select trainees to participate in a studentship at “Fusion for Energy” with the aim of providing work experience and promoting awareness, knowledge and understanding of “Fusion for Energy”’s role in the ITER Project and within the European context.

#### **Legal basis:**

- The Statutes annexed to the Council Decision of 27 March 2007 establishing the European Joint Undertaking for ITER and the Development of Fusion Energy and conferring advantages upon it - 2007/198/Euratom (Article 3 (4));
- Decision of the Director of “Fusion for Energy” on the acceptance of summer students (F4E/2009/RES/5998 - 14/04/2009)

#### **Lawfulness of the processing:**

In accordance with Article 5 (a) and (d) of Regulation (EC) 45/2001, the processing of the personal data is necessary for the performance of F4E tasks carried out in the public interest on the basis of the F4E founding instrument and in the legitimate exercise of official authority vested in F4E and in a third party to whom the data are disclosed and the data subject has unambiguously given his or her consent for the processing.

### **Data Concerned:**

The data of candidates registered for the studentship scheme at “Fusion for Energy”.

Candidates are free to give their data on a voluntary basis, although failure to respond with any further information requested will exclude the candidate automatically from the selection procedure.

### **Categories of data:**

- Identification details – information provided by the candidate to allow themselves to be identified and contacted by “Fusion for Energy” (e.g. surname, first name, date of birth, gender, address, email address);
- Selection criteria information – information provided by the candidate to distinguish their suitability and eligibility for the studentship (e.g. nationality, current status of education, education history, training and professional experience, languages spoken, commitments from the candidate to adhere to any security checks, other related details);
- Information provided by the candidate to support claims for the reimbursement of travel costs, the payment of allowances (e.g. passport details, bank account details) and documents to support other claims to which the candidates may be entitled to during the studentship;
- Evaluation of studentship.

### **Recipients of the data processed:**

Information provided by the candidates for the selection procedure will be disclosed to the following:

- Human Resources Officers in charge of the management of the studentship scheme
- Head of Resources Department
- Person in Department responsible for the selection
- Student’s supervisor and Head of Department
- “Fusion for Energy” Director
- Finance officers (for the payment of allowances)
- IT (access to computer-based database for technical reasons)

Also, if appropriate, access may be given to:

- Internal Auditor and the Court of Auditors (for audit purposes)
- Legal Advisor of F4E
- OLAF
- Civil Service Tribunal
- European Ombudsman

**Date when processing starts:**

Date of receipt of application.

**Time limits for storage:**

According to point 5.4 of the Decision of the Director, “Fusion for Energy” shall not keep the applicants’ files from one studentship period to the other. All information stored by “Fusion for Energy” concerning candidates (successful and non-successful) shall therefore be deleted following the completion of the studentship, except in the following instances:

- Any data concerning financial information needed by “Fusion for Energy” for discharging the budget will be kept for up to 5 years after the discharging of the studentship budget;
- For successful candidates only, the information required in order to re-issue the certificate of participation will be retained (name of student, duration of traineeship, date of traineeship, department, name of supervisor, nature of work).

**Right of access and rectification:**

Candidates have the right to send updated applications, or to rectify any incorrect information provided on the application form, by contacting the studentships email address: [studentships@f4e.europa.eu](mailto:studentships@f4e.europa.eu). After the deadline for applications has elapsed, this right will be limited to the rectification of identification details and contact information only. A candidate may withdraw their application at any stage by contacting “Fusion for Energy” at the above email address.

Should the candidate have any queries, he/she may address them in writing to the Data Controller at the following address: [Resources-Controller@f4e.europa.eu](mailto:Resources-Controller@f4e.europa.eu).

Candidates have the right of recourse at any time to the European Data Protection Supervisor (EDPS): [edps@edps.europa.eu](mailto:edps@edps.europa.eu).