

Appendix 1. Essential elements of the means of processing

ESS: an electronic proposal submission system at the international level

Programme/network: multi-lateral programme pursued by a consortium/network of Financing Agencies

Programme Coordinator: Agency coordinating the programme/network, National Science Centre, NCN

Project Coordinator: researcher coordinating the works of a project team

Partner Area: password-protected part of the programme web site, functioning on an external server

Knowledge Exchange Facilitator(s): whose role will be to support funded project consortia in knowledge exchange with stakeholders withing academia and beyond.

CHANSE Programme Committee Members: CHANSE advisory body

E-mail correspondence: password protected data sent via emails in correspondence within the network

No.	Categories of data subjects	Categories of personal data	Purpose of processing	Means of processing	Who is responsible for data collection and processing?	Recipients/Categories of recipients	Categories of processors
1	Project Coordinators and team members in submitted proposals	first and last name; affiliation; telephone number; e-mail; biographic note; list of publications; gender	for eligibility check and merit-based evaluation; for contact purposes;	in the system used to submit proposals at the international level (ESS); in network internal documents; in the Partner Area;	The Funding Agencies servicing ESS*	other Funding Agencies in the programme; review panel members and external referees in the call; and service providers (see opposite);	the company servicing the web site (some documents are stored in the Partner Area);
2	Project Coordinators and team members in financed projects	first and last name; affiliation; gender	for formal and merit-based evaluation; for promotional and information purposes;	in ESS; in network internal documents; on the programme and NCN web sites; in the Partner Area; in promotional materials (printed and published on-line);	The Funding Agencies servicing ESS; the data are indirectly provided by NCN – Programme	to other Funding Agencies in the programme; the European Commission and the ERA-LEARN project and to service providers (see	to companies developing promotional materials and to companies printing such materials; the company servicing the web site; Programme Committee members,

No.	Categories of data subjects	Categories of personal data	Purpose of processing	Means of processing	Who is responsible for data collection and processing?	Recipients/Categories of recipients	Categories of processors
					Coordinator; The Agency/Agencies responsible for arranging the project performance evaluation process and the Agency/Agencies responsible for the project monitoring system,	opposite); some data are available on-line – made public;	Knowledge Exchange Facilitator, HERA and NORFACE networks' member organisations and parties collaborating with these networks
		biographic note; list of publications	for merit-based evaluation;	in ESS; in network internal documents; in the Partner Area;			the company servicing the web site (some documents are stored in the Partner Area); Programme Committee members, Knowledge Exchange Facilitator, HERA and NORFACE networks' member organisations and parties collaborating with these networks
		telephone number; e-mail;	for contact purposes;				
		image;	for promotional purposes;	on the programme web site; in promotional materials (printed and published on-line); finally, also in the video promoting the programme;	NCN – Programme Coordinator	to other Funding Agencies in the programme; the European Commission and to service providers (see opposite); some data are available on-line – made public;	to companies developing promotional materials and to companies printing such materials; to the company producing the promotional video; to the company servicing the web site; Knowledge Exchange Facilitator,

No.	Categories of data subjects	Categories of personal data	Purpose of processing	Means of processing	Who is responsible for data collection and processing?	Recipients/Categories of recipients	Categories of processors
							HERA and NORFACE networks' member organisations and parties collaborating with these networks
3	Candidates for reviewers of proposals (panel members)	first and last name, affiliation, telephone, e-mail, CV or biographic note; gender	to select members of the review panel	in e-mail correspondence in the network; in network internal documents; in the Partner Area;	Funding Agencies responsible for selecting reviewers	to other Funding Agencies in the programme	the company servicing the web site (some documents are stored in the Partner Area);
4	Reviewers of proposals (panel members)	<div>first and last name, affiliation; gender</div> <div>telephone, e-mail, CV or biographic note;</div>	<div>to hold the process of proposal evaluation; for contact purposes and to select appropriate experts;</div>	<div>in the ESS system; in e-mail correspondence in the network; in network internal documents; in the Partner Area; on the programme web site – to ensure transparency of the evaluation process;</div> <div>in e-mail correspondence in the network; in network internal documents; in the Partner Area;</div>	Funding Agencies responsible for selecting reviewers	<div>to other Funding Agencies in the programme; the European Commission and to service providers (see opposite); some data are available on-line – made public;</div> <div>to other Funding Agencies in the programme and to service providers (see opposite);</div>	the company servicing the web site (some documents are stored in the Partner Area);

No.	Categories of data subjects	Categories of personal data	Purpose of processing	Means of processing	Who is responsible for data collection and processing?	Recipients/Categories of recipients	Categories of processors
		address of residence; account number, etc. (if the need arises to refund travel costs/pay remuneration);	to refund costs/pay remuneration;	in the internal documents of the Agency responsible for refund of costs/payment of remuneration;	NCN - Programme Coordinator and/or other Funding Agency/Agencies responsible for refund of costs/payment of remuneration;	not specified	not specified
5	Candidates for external referees evaluating proposals	first and last name, affiliation, telephone, e-mail, CV or biographic note; gender	to select external referees	in e-mail correspondence in the network; in network internal documents; in the Partner Area;	Funding Agencies responsible for selecting experts	to other Funding Agencies in the programme	the company servicing the web site (some documents are stored in the Partner Area);
6	External referees evaluating proposals	first and last name, affiliation, telephone, e-mail, CV or biographic note; gender	to hold the process of proposal evaluation; for contact purposes and to select appropriate experts;	in the ESS system; in e-mail correspondence in the network; in network internal documents; in the Partner Area;	The Funding Agency/Agencies responsible for expert selection;	to other Funding Agencies in the programme and to service providers (see opposite);	the company servicing the web site (some documents are stored in the Partner Area);

No.	Categories of data subjects	Categories of personal data	Purpose of processing	Means of processing	Who is responsible for data collection and processing?	Recipients/Categories of recipients	Categories of processors
7	Experts evaluating reports	first and last name, affiliation, telephone, e-mail, CV or biographic note; gender	to hold the project performance evaluation process; for contact purposes;	in the project monitoring system handled by the partner Agency; in e-mail correspondence in the network; in network internal documents; in the Partner Area;	The Agency/Agencies responsible for arranging the project performance evaluation process and the Agency responsible for the project monitoring system, NCN - programme coordinator	to other Funding Agencies in the programme, the European Commission and to service providers (see opposite); to Programme Committee members	the company servicing the web site (some documents are stored in the Partner Area);
8	Persons placing cooperation offers in the Partner Search Tool on the web site	first and last name, affiliation; email, website	for contact purposes;	in e-mail correspondence in the network; in network internal documents;	NCN - Programme Coordinator	visitors of the Partner search tool website	not applicable
9	Independent Observer	first and last name, e-mail, telephone, affiliation	for supporting proposal evaluation process	in e-mail correspondence; in network internal documents; in the Partner Area;	NCN - Programme Coordinator, other Funding Agencies	to other Funding Agencies in the programme; the European Commission	the company servicing the web site (some documents are stored in the Partner Area);

No.	Categories of data subjects	Categories of personal data	Purpose of processing	Means of processing	Who is responsible for data collection and processing?	Recipients/Categories of recipients	Categories of processors
					responsible for call preparation		
10	Members of advisory bodies in the programmes (Programme Committee in CHANSE programme, etc.)	first and last name, affiliation;	to select programme performance and promotion; for contact purposes;	in e-mail correspondence in the network; in network internal documents; in the Partner Area; on the programme web site; in presentations promoting and informing about the programme; potentially also in promotional materials and in the promotional video;	NCN – Programme Coordinator	to other Funding Agencies in the programme, the European Commission and to service providers (see opposite);	to companies developing promotional materials and to companies printing such materials; the company servicing the web site; the company producing the promotional video;
		telephone, e-mail, CV or biographic note;		in e-mail correspondence in the network; in network internal documents; in the Partner Area;		to other Funding Agencies in the programme and to service providers (see opposite);	the company servicing the web site (some documents are stored in the Partner Area);
		image;		in presentations promoting and informing about the programme; potentially also in promotional materials		to other Funding Agencies in the programme, the European Commission and to service	to companies developing promotional materials and to companies printing such materials; the company servicing the web site; the company

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				and in the promotional video;		providers (see opposite);	producing the promotional video;
11	Candidates for members of advisory bodies	first and last name, affiliation, telephone, e-mail, CV or biographic note	to select members of advisory bodies in the programme	in e-mail correspondence in the network; in network internal documents; in the Partner Area;	NCN – Programme Coordinator	to other Funding Agencies in the programme and to service providers (see opposite);	the company servicing the web site (some documents are stored in the Partner Area);
12	Employees of the agencies pursuing the programme	first and last name, place of employment; e-mail	to perform the programme; for information purposes;	in e-mail correspondence in the network; in network internal documents; in the Partner Area; on the programme web site and in call documents available on the web site; in promotional materials (leaflets about the call) – printed and published on-line;	NCN – Programme Coordinator	to other Funding Agencies in the programme; the European Commission and to service providers (see opposite); some data are available on-line – made public;	to companies developing promotional materials and to companies printing such materials; the company servicing the web site;
		Work contact details;	to perform the programme;	in e-mail correspondence in the network; in network internal documents; in the Partner Area;			the company servicing the web site (some documents are stored in the Partner Area);
		biographic note;	to draft and submit a proposal to the	in network internal documents; in the Partner Area;			

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			European Commission;				
		image;	for promotional purposes;	in promotional materials (printed and published on-line) partly without personal identification; finally in the video promoting the programme;			to companies developing promotional materials and to companies printing such materials; the company servicing the web site;
13	Guests/speakers at events	first and last name, affiliation, image;	to perform the agenda of the event; for contact purposes and to select appropriate speakers; for promotional purposes;	in e-mail correspondence in the network; in network internal documents; on the programme and NCN web site; potentially also in promotional materials (published on-line and printed), including finally in the promotional video;	The Funding Agency/Agencies responsible for arranging the event and the Programme Coordinator – NCN	to other Funding Agencies in the programme; the European Commission and to service providers (see opposite); some data are available on-line – made public;	to companies developing promotional materials and to companies printing such materials; the company servicing the web site; the company producing the promotional video;
		telephone, e-mail, CV or biographic note;		in e-mail correspondence in the network; in network internal documents;		to other Funding Agencies in the programme	not specified
		address of residence; account number, etc. (if the need arises to refund	to refund costs/pay remuneration;	in the internal documents of the Agency responsible for refund of costs/payment of remuneration;	The Agency/Agencies responsible for refund of costs/payment of remuneration;	not specified	not specified

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		travel costs/pay remuneration);					
14	Event participants	first and last name, affiliation;	for contact purposes;	in e-mail correspondence in the network; in network internal documents;	Agencies responsible for organising events	not specified	not specified
		image;	for promotional purposes;	in network internal materials; on the web site and potentially in promotional materials (without personal identification);	Agencies responsible for organising events	not specified	not specified
15	Persons registering for events organised by the network	first and last name, affiliation, e-mail address;	to organise events; to facilitate cooperation	in network internal materials; in the archive of the web site (registration form completed on-line) or on NCN's web site (form completed on-line)	NCN – Programme Coordinator and the Agency responsible for organising the meeting	to other Funding Agencies in the programme and to service providers (see opposite);	to the company servicing the web site (registration forms on the web site);
16	Social Sciences and Humanities community stakeholders	first and last name, affiliation, e-mail, image;	for contact and promotional purposes;	in e-mail correspondence in the network; in network internal documents; in the Partner Area; on the programme web site; in presentations promoting and informing about the	NCN – Programme Coordinator and the Agency responsible for organising the given task;	to other Funding Agencies in the programme; the European Commission and to service providers; some data are available on-line	to companies developing promotional materials and to companies printing such materials; the company servicing the web site;

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				programme; potentially also in promotional materials and in the promotional video;		(e.g.mapping of public policies reports) – made public; to Programme Committee members	

*** In the CHANSE co-funded call the Estonian Research Council (ETAG) is responsible for servicing ESS system.**

HAZU will not be a funder in the call, therefore it will only collect, receive or process data specified in lines 10-16.

Appendix 2.

Pursuant to Article 13 (and/or) 14 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) (OJ. L 2016, No. 119, p. 1), we would like to inform you about the principles of processing of the personal data provided by you (information obligation):

1) The Joint Controllers of the Personal Data are as follows:

Austria, FONDS ZUR FÖRDERUNG DER WISSENSCHAFTLICHEN FORSCHUNG (FWF)

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Belgium, FONDS DE LA RECHERCHE SCIENTIFIQUE - FNRS (F.R.S.-FNRS)

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Bulgaria, BULGARIAN NATIONAL SCIENCE FUND (BNSF)

Roza Kondova - Data Protection Officer
Bulgarian National Science Fund
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Croatia, HRVATSKA ZAKLADA ZA ZNANOST (HRZZ)

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Ireland, IRISH RESEARCH COUNCIL (IRC)

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Portugal, FUNDAÇÃO PARA A CIÊNCIA E A TECNOLOGIA (FCT)

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Romania, UNITATEA EXECUTIVA PENTRU FINANTAREA INVATAMANTULUI SUPERIOR, A CERCETARII, DEZVOLTARII SI INOVARII (UEFISCDI)

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Slovenia, MINISTRSTVO ZA VISOKO SOLSTVO, ZNANOST IN INOVACIJE (MVZI)

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United Kingdom, UNITED KINGDOM RESEARCH AND INNOVATION (UKRI) – ARTS AND HUMANITIES RESEARCH COUNCIL (AHRC)

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- 2) Data subjects may contact the Data Protection Officers and/or contact points designated by the Joint Controllers in the following matters: personal data processing, exercise of rights related to personal data processing, by sending e-mail messages to the e-mail addresses or addresses of the Joint Data Controllers specified in item 1. The Data Protection Officers/contact points are also obliged to provide information on arrangements made between the Joint Controllers.
- 3) The Joint Controllers as research funding organisations cooperate within a multilateral ERA-NET Cofund programme, CHANSE, cofunded by the European Union and within specific initiatives of partner agencies (without EU subsidies). The core objective of CHANSE is to organise call(s) for international research projects. The Joint Controllers process personal data to carry out public interest tasks or as an exercise of public authority entrusted to the controller and to comply with the legal duties applicable to each Joint Controller and resulting from the applicable domestic laws, in particular in compliance with Article 6.1.b), Article 6.1.c) and Article 6.1.e) of GDPR. For detailed information on the legal basis of processing please refer to the individual Joint Controller as specified in item 1).
 - 2) The Cooperation involves the following stages of processing:

- Publication of a common call for proposal;
- Common evaluation and selection of received proposals;
- Common monitoring of projects funded on the basis of the Selection;
- Other common activities to support the funded projects;
- Other common additional activities to support the future activities of the Funders.

The abovementioned stages of processing serves the following purposes:

- funding of the best ranked transnational projects, follow-up and monitoring of these projects.

Detailed information about the scope and type of data processing, the objectives and methods of processing, including the involvement of the Joint Controllers in this processing as well as the categories of data recipients are provided in Appendix No. 1.

- 3) The Joint Controllers may process the collected personal data for periods required to perform cooperation and obligations set forth in the Consortium Agreement or MoU concluded between the Joint Controllers and/or the grant agreement concluded between the Joint Controllers and the European Commission (hereinafter the Grant Agreement).
- 6) Data subjects – depending on the legal basis for processing – shall be entitled to the rights available to them pursuant to applicable laws, including as follows:
 - a) to access to their personal data – which means that right to obtain from a Data Joint Controller a confirmation if their personal data are processed. If their data are processed, such data subjects are entitled to get access to their data and to obtain the following information: the purposes of the processing; the categories of personal data concerned; the recipients or categories of recipient to whom the personal data have been or will be disclosed; the envisaged period for which the personal data will be stored or the criteria used to determine that period; the existence of the right to have the personal data corrected, erased or to restrict the processing of personal data and the right to object to the processing of the personal data (Article 15 of GDPR);
 - b) to obtain a copy of the personal data being processed – the first copy is free of charge and for any further copies requested by the data subject, the controller may charge a reasonable fee based on administrative costs (Article 15.3 of GDPR);
 - c) to have incomplete personal data corrected, including by means of providing a supplementary statement (Article 16 of GDPR);
 - d) to have their data deleted if a Data Joint Controller no longer has a legal basis to process the data or the data are no longer required to comply with the objectives of processing (Article 17 of GDPR);
 - e) to have the processing restricted when: a data subject questions the accuracy of the personal data – for a period allowing the inspector to verify the accuracy of the data; the processing is unlawful and the data subject opposes the erasure of the personal data and requests the restriction of their use instead; the Joint Controller no longer needs the personal data but they are required by the data subject for determining, pursuing and defending against any claims; the data subject has objected to processing pending verification as to whether the legitimate grounds of the Joint Controller override those of the data subject;

- f) to data portability – that is the data subject shall have the right to receive the personal data concerning him or her, which he or she has provided to a Joint Controller, in a structured, commonly used and machine-readable format and have the right to transmit those data to another controller if the processing is based on consent of the data subject or on a contract concluded with the data subject and when the processing is carried out by automated means (Article 20 of GDPR);
 - g) the right to object to processing of their personal data for legitimate objectives of the Controller on grounds relating to their particular situation, including profiling. Then the Joint Controller will have to demonstrate compelling legitimate grounds for the processing which override the interests, rights and freedoms of the data subject or for the establishment, exercise or defense of legal claims. If, following such review, the interests of the data subject override the interests of the Controller, the Controller shall be obliged to discontinue the processing of the data in connection with objectives (Article 21 of GDPR);
 - h) the right to lodge a complaint with a supervisory authority if they consider that the processing of their personal data does not comply with of GDPR (Article 77 of GDPR).
- 7) The sharing of personal data during the Cooperation is required for the Joint Controllers to perform their duties.
- 8) The personal data processed for the purposes specified herein may be transferred to the following third countries:
- a) Switzerland - pursuant to Article 45 of GDPR – on the basis of an adequacy decision of the Commission;
 - b) United Kingdom - pursuant to Article 45 of GDPR – on the basis of an adequacy decision of the Commission.
- 9) The personal data will not be processed in an automatic way (including in the form of profiling).