

Data Protection Notice on personal data for the EIC programme services and evaluation interviews

1. Introduction

Your personal data is processed in accordance with [Regulation \(EU\) No 2018/1725](#)¹ on the protection of individuals with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data.

The legal basis for the processing activities is Article 5 (1) (a) of Regulation EU 2018/1725 because 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)².

This Data Protection Notice covers the services provided for the European Innovation Council (EIC), which encompasses the EIC Accelerator and the EIC Pathfinder programmes for simplicity called hereafter EIC.

The EIC platform is developed by the Executive Agency for Small and Medium-sized Enterprises (EASME) to offer support, services and the organisation of the EIC evaluation interviews for the EIC applicants and beneficiaries as well as companies awarded the “Seal of Excellence” (SoE). This includes:

- a) Organisation of evaluation interviews for EIC applicants,
- b) Providing business innovation coaching and access to a pool of coaches for EIC beneficiaries and companies awarded the SoE,
- c) Matching EIC beneficiaries and SoEs with investors, public procurers and large corporates,
- d) Support beneficiaries and SoE for their participation to events like international trade fairs conferences or workshops and offer the necessary tools for the events organisation,
- e) Support networking and the creation of communities of practice on-line for beneficiaries, SoEs, investors, procurers, coaches, the Enterprise Europe Network³ Key Account Managers (KAMs), H2020 National Contact Points (NCP) etc.
- f) Links to other relevant programmes and services such as Enterprise Europe Network, the EU Single Access to Finance Portal, the EU IPR Helpdesk, the European Observatory against infringements of IPR, the Procurement of Innovation Platform and other,
- g) Support capacity development and learning for beneficiaries and SoEs on-line and through academy training events,
- h) Web based tools to support the day-to-day management of the above services by European Commission, EASME, EIC fund and contracted third parties acting on their behalf including but not limited to collecting data for reporting and business intelligence, process automation, management dashboards, etc.

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 (OJ L295/39 of 21.11.2018).

² Act of Establishment: Commission Implementing Decision C(2013/771/EU) of 17 December 2013 establishing the 'Executive Agency for Small and Medium-sized Enterprises' and repealing Decisions 2004/20/EC and 2007/372/EC as well as the Commission Decision C(2018)4708 of 24 July 2018 establishing the H2020 EIC SME Instrument Work Programme 2018-2020.

³<http://een.ec.europa.eu>

The key users of the services and platforms above are:

- EIC applicants for their application process;
- Beneficiaries of EU programmes such as EIC Accelerator and EIC Pathfinder;
- SMEs awarded the Seal of Excellence label;
- Investors selected by Commission/EASME;
- Large enterprises selected by Commission/EASME;
- Public procurers selected by Commission/EASME;
- Business Innovation Coaches (H2020 experts);
- Enterprise Europe Network Key Account Managers⁴;
- EASME and Commission staff in charge of implementing the EIC programme;
- Relevant staff of service providers contracted by EASME or the Commission and acting on behalf of EASME or the Commission for the implementation of the EIC programme;
- Relevant staff of the European Investment Bank (EIB) and the EIC fund in charge of implementing the EIC blended financing;
- Other stakeholders selected by EASME or the Commission depending of the specificity of the EU programmes.

Some EIC platform pages may contain links to third party websites. EASME and the Commission are not responsible for the privacy policies or practices of third party websites.

2. Why do we collect and process your data?

The processing of your personal data done through the EIC platform is necessary for the performance of tasks EASME has been entrusted by the Commission for the implementation of the EIC work programme under H2020⁵ in accordance with Article 5 (1) (a) of Regulation EU 2018/1725⁶ and with your explicit consent in accordance with Article 5 (1) (d) Regulation (EU) No 2018/1725.

We collect and process your personal data to offer support, services and the organisation of the EIC evaluation interviews for the EIC applicants and beneficiaries of the EIC programme as well as SoEs as defined in point 1 above with the following purposes:

- a) Organisation of evaluation interviews for EIC applicants,
- b) Providing business innovation coaching and access to a pool of coaches for EIC beneficiaries and companies awarded the SoE,
- c) Matching EIC beneficiaries and SoEs with investors, public procurers and large corporates,
- d) Support beneficiaries and SoE for their participation to events like international trade fairs conferences or workshops and offer the necessary tools for the events organisation,

⁴ Enterprise Europe Network are beneficiaries of the COSME programme, for more information see www.een.ec.europa.eu
⁵ https://ec.europa.eu/research/participants/data/ref/h2020/wp/2018-2020/main/h2020-wp1820-eic_en.pdf

⁶ EASME Act of Delegation: Commission Decision C(2013)9414 of 23 December 2013 delegating powers to the Executive Agency for Small and Medium-sized Enterprises with a view to performance of tasks linked to the implementation of Union programmes in the field of energy, environment, climate action, competitiveness and SMEs, research and innovation and ICT, comprising, in particular, implementation of appropriations entered in the general budget of the Union as last amended by Commission Decision C(2016)3684 of 17 June 2016.

- e) Support networking and the creation of communities of practice on-line for beneficiaries, SoEs, investors, procurers, coaches, the Enterprise Europe Network⁷ Key Account Managers (KAMs), H2020 National Contact Points (NCP) etc.
- f) Links to other relevant programmes and services such as Enterprise Europe Network, the EU Single Access to Finance Portal, the EU IPR Helpdesk, the European Observatory against infringements of IPR, the Procurement of Innovation Platform and other,
- g) Support capacity development and learning for beneficiaries and SoEs on-line and through academy training events,
- h) Web based tools to support the day-to-day management of the above services by European Commission, EASME, EIC fund and contracted third parties acting on their behalf including but not limited to collecting data for reporting and business intelligence, process automation, management dashboards, etc.

The services mentioned above are delivered through several modules of the EIC platform which use personal data only if necessary for the successful delivery of these services. Specifically:

- a) The selection of the H2020 experts "business innovation coaches" is as follows:
 - i. The candidate coaches answer the Call for expression of interest for setting up of a list of coaches for coaching activities in connection with the EIC⁸.
 - ii. EASME draws up a list of experts who meet the criteria set in point 11 of the call of expression of interest.
 - iii. The business innovation coaches are assigned to beneficiaries of H2020 EIC programme, EIC SoE or other EU grants by the Key Account Managers (KAM) established in regional Enterprise Europe Network consortia.
 - iv. EASME assigns the coaches to the task on the basis of the skills, experience and knowledge necessary and in accordance with the principles of non-discrimination, equal treatment and absence of conflict of interests.
- b) Beneficiaries of EIC grants, SMEs awarded the Seal of Excellence, investors, large enterprises, procurers, coaches, KAMs and other potential partners and stakeholders selected by EASME have the possibility:
 - i. To join the communities of practice (CoPs) on-line where they can participate to online discussions, collaborate with and learn from other members of the community;
 - ii. Be informed about and register to events, workshops, conferences or trade fairs;
 - iii. Subscribe to learning sessions;
 - iv. Subscribe to the on-line matching platform to find potential investors, partner with large enterprises and procurers.
- c) Organisation of evaluation interviews for EIC applicants:

The applicants to the EIC Accelerator that have passed the first phase of the evaluation process are invited to face-to-face or on-line interviews where they will be requested to pitch their projects to a jury of investors/experts. This data protection notification covers only the registration process of the applicants. The evaluation itself is carried out in the dedicated Commission tools covered by their DPN. The list of the participants to the interviews is kept in the EIC platform to inform the participants of the additional services they are eligible to.

⁷<http://een.ec.europa.eu>

⁸ For details see the Call text: https://ec.europa.eu/easme/sites/easme-site/files/documents/call_for_sme_instrument_coaches.pdf

For the on-line pitching sessions, third party video conferencing tools might be used covered through their own dedicated DPN.

3. Who is responsible for the processing of your data? (data Controller)

The data controller of the processing operation is the Head of Unit A2 of the Executive Agency for Small and Medium-sized Enterprises (EASME).

4. From whom and what personal data do we collect?

Personal data of the following data subjects is collected:

- EIC applicants;
- Beneficiaries of EU programmes such as EIC accelerator and EIC Pathfinder;
- Companies awarded the Seal of Excellence;
- Investors selected by EASME;
- Large enterprises selected by EASME;
- Public or private procurers selected by EASME ;
- Business Innovation Coaches (H2020 Experts);
- Enterprise Europe Network³ Key Account Managers;
- EASME and Commission staff in charge of implementing the EIC programme;
- Staff of the European Investment Bank (EIB) and the EIC fund in charge of implementing the EIC blended financing;
- Relevant staff of service providers contracted by EASME or the Commission for the purpose of the EIC programme and acting on behalf of EASME or the Commission;
- Other stakeholders selected by EASME or the Commission depending of the specificity of the EU programmes.

Collected personal data

The EIC platform and services users sign up to 'EU login' (the EC's Authentication Service). Please, read the 'EU login' own [privacy statement](#) for further information.

EIC platform stores the 'EU login' credentials: login and e-mail addresses such as retrieved from 'EU login' and the European Commission's Central User Database which is stored at the Data Centre of the European Commission. The Data Centre of the European Commission is bound to comply with Regulation (EU) No 2018/1725.

Other personal data

Beyond the personal information retrieved from EU login the following additional information is collected to enable access to the EIC services, including: Address of residence, nationality, CV, competences, experiences, expertise by means of questionnaires, for example in the answers to feedback related questions. All data is compulsory, unless indicated otherwise.

Furthermore, the following information is collected for the evaluation interviews, including: title, date of birth, Passport/ID number, function, organisation, professional e-mail address, phone number, the registration number in the participant portal, contract of employment, most recent salary slip, company registration act and/or its statutes. These personal data are mandatory to verify the legal and contractual link between the applicant company invited to the interview and its representative attending the interview (step 2 of the evaluation process of the EIC Accelerator); as well as to permit access to the European Commission/Agency buildings where the interviews are taking place.

Personal data access rights and use in detail:

The tables below describe the four main services offered by the EIC platform, the key users and the related personal data collected for each service.

1. Community platform

	Representative of:	SoEs	Beneficiaries	Investors	Large enterprises	Procurers	Coaches	KAMs	EASME/EC staff	Other stakeholders
1.	First name	C	C	C	C	C	C	C	C	C
2.	Last name	C	C	C	C	C	C	C	C	C
3.	Title	-	-	-	-	-	-	-	-	-
4.	Photo	O	O	O	O	O	O	O	O	O
5.	Email (from EU login)	C	C	C	C	C	C	C	C	C
6.	User name/Password	C	C	C	C	C	C	C	C	C
7.	Phone/Mobile phone	-	-	-	-	-	-	-	-	-
8.	Social media accounts	O	O	O	O	O	O	O	O	O
9.	Address	C	C	C	C	C	C	C	C	-
10.	Nationality	-	-	-	-	-	-	-	-	-
11.	Date of birth	-	-	-	-	-	-	-	-	-
12.	ID/Passport number	-	-	-	-	-	-	-	-	-
13.	Gender	-	-	-	-	-	-	-	-	-
14.	Company/organisation name	C	C	C	C	C	C	C	C	O
15.	Company/Organisation type	C	C	C	C	C	C	C	C	O
16.	Company/Organisation website	C	C	C	C	C	C	C	C	O
17.	Function/Position/Job	O	O	O	O	O	O	O	O	O
18.	Expertise/Competence	C	C	C	C	C	C	C	C	C
19.	Experience	-	-	-	-	-	-	-	-	-
20.	Years of experience	-	-	-	-	-	-	-	-	-
21.	Language spoken	O	O	O	O	O	O	O	O	O
22.	Thematic interests	O	O	O	O	O	O	O	O	O
23.	Geographic interests	O	O	O	O	O	O	O	O	O
24.	About you/Short	C	C	C	C	C	C	C	C	C
25.	Performance evaluation	-	-	-	-	-	-	-	-	-
26.	Full CVs	-	-	-	-	-	C	C	-	-

O – Optional; C – Compulsory; - – Not applicable

2. Events management/registration

	Representative of:	EIC SoEs	EIC Beneficiaries	Investors	Large enterprises	Procurers	Coaches	KAMs	EASME/EC staff
1	First name	C	C	C	C	C	C	C	C
2	Last name	C	C	C	C	C	C	C	C
3	Title	C	C	C	C	C	C	C	C
4	Photo	O	O	O	O	O	O	O	O
5	Email (from EU)	C	C	C	C	C	C	C	C
6	User	C	C	C	C	C	C	C	C
7	Phone/Mobile	-	-	-	-	-	-	-	-
8	Social media	-	-	-	-	-	-	-	-
9	Address	C	C	C	C	C	C	C	C
10	Nationality ⁹	C	C	C	C	C	C	C	C
11	Date of birth	C	C	C	C	C	C	C	C
12	ID/Passport	C	C	C	C	C	C	C	C
13	Gender	C	C	C	C	C	C	C	C
14	Expert Identification	-	-	-	-	-	-	-	-
15	Company/organisation name	C	C	C	C	C	C	C	C
16	Company/Organisation type	C	C	C	C	C	C	C	C
17	Company/Organisation website	C	C	C	C	C	C	C	C
18	Function/Position/Job title	O	O	O	O	O	O	O	O
19	Expertise/Comp	C	C	C	C	C	C	C	C
20	Experience	-	-	-	-	-	-	-	-
21	Years of	-	-	-	-	-	-	-	-
22	Languages	C	C	C	C	C	C	C	C
23	Thematic	O	O	O	O	O	O	O	O
24	Geographic	O	O	O	O	O	O	O	O
25	About you/Short biography	C	C	C	C	C	C	C	C
26	Performance evaluation	-	-	-	-	-	-	-	-
27	Full CVs	-	-	-	-	-	C	C	-

O – Optional; C – Compulsory; - - Not applicable

⁹ For certain events, especially in EC premises Nationality, Date of birth and ID/Passport number are required.

3. Matchmaking

	Representative of:	Seal of Excellence company	Beneficiary	Investors	Large enterprises	Procurers	Coaches	KAMs	EASME/EC staff
1.	First name	C	C	C	C	C	C	C	C
2.	Last name	C	C	C	C	C	C	C	C
3.	Title	C	C	C	C	C	C	C	C
4.	Photo	-	-	-	-	-	-	-	-
5.	Email (from EU login)	C	C	C	C	C	C	C	C
6.	User name/Password	C	C	C	C	C	C	C	C
7.	Phone/Mobile phone	C	C	C	C	C	C	C	C
8.	Social media accounts	-	-	-	-	-	-	-	-
9.	Address	C	C	C	C	C	C	C	C
10.	Nationality ¹⁰	-	-	-	-	-	-	-	-
11.	Date of birth	-	-	-	-	-	-	-	-
12.	ID/Passport number	-	-	-	-	-	-	-	-
13.	Gender	-	-	-	-	-	-	-	-
14.	Company/organisation	C	C	C	C	C	C	C	C
15.	Company/Organisation	C	C	C	C	C	C	C	C
16.	Company/Organisation	C	C	C	C	C	C	C	C
17.	Function/Position/Job	O	O	O	O	O	O	O	O
18.	Expertise/Competence	-	-	-	-	-	-	-	-
19.	Experience	-	-	-	-	-	-	-	-
20.	Years of experience	-	-	-	-	-	C	-	C
21.	Languages spoken	C	C	C	C	C	C	C	C
22.	Thematic interests	-	-	-	-	-	-	-	-
23.	Geographic interests	O	O	O	O	O	O	O	O
24.	About you/Short	C	C	C	C	C	C	C	C
25.	Performance	-	-	-	-	-	-	-	-
26.	Full CVs	-	-	-	-	-	C	C	-

O – Optional; C – Compulsory; - – Not applicable

¹⁰ For certain events, especially in EC premises Nationality, Date of birth and ID/Passport number are required.

4. Coach management

	Representative of:	Beneficiary	Investors	Large enterprises	Procurers	Coaches	KAMs	EASME/EC staff
1.	First name	C	-	-	-	C	-	C
2.	Last name	C	-	-	-	C	-	C
3.	Title	C	-	-	-	O	-	O
4.	Photo	-	-	-	-	O	-	O
5.	Email (from EU login)	C	-	-	-	C	-	C
6.	User name/Password	C	-	-	-	C	-	C
7.	Phone/Mobile phone	C	-	-	-	O	-	O
8.	Social media accounts	O	-	-	-	O	-	O
9.	Address	C	-	-	-	O	-	O
10.	Nationality ¹¹	-	-	-	-	-	-	-
11.	Date of birth	-	-	-	-	-	-	-
12.	ID/Passport number	-	-	-	-	-	-	-
13.	Gender	C	-	-	-	-	-	-
14.	Company/organisation	C	-	-	-	C	-	C
15.	Company/Organisation	C	-	-	-	C	-	C
16.	Company/Organisation	C	-	-	-	C	-	C
17.	Function/Position/Job	C	-	-	-	-	-	-
18.	Expertise/Competence	-	-	-	-	C	-	C
19.	Experience	-	-	-	-	C	-	C
20.	Years of experience	-	-	-	-	C	-	C
21.	Languages spoken	-	-	-	-	O	-	O
22.	Thematic interests	-	-	-	-	-	-	-
23.	Geographic interests	-	-	-	-	O	-	O
24.	About you/Short	-	-	-	-	C	-	C
25.	Performance evaluation	C	-	-	-	C	-	C
26.	Full CVs	-	-	-	-	C	-	C

O – Optional; C – Compulsory; - – Not applicable

¹¹ For certain events, especially in EC premises Nationality, Date of birth and ID/Passport number are required.

5. Events management/registration

	Representative of:	Applicants
1	First name	C
2	Last name	C
3	Title	C
4	Photo	-
5	Email (from EU login)	C
6	User name/Password	C
7	Phone/Mobile phone	C
8	Social media accounts	-
9	Address	-
10	Nationality ¹²	C
11	Date of birth	C
12	ID/Passport number	C
13	Gender	C
14	Expert Identification Number	O
15	Company/organisation name	C
16	Company/Organisation type	-
17	Company/Organisation website	-
18	Function/Position/Job title	C
19	Expertise/Competence	-
20	Experience	-
21	Years of experience	-
22	Languages spoken	-
23	Thematic interests	-
24	Geographic interests	-
25	About you/Short biography	-
26	Performance evaluation	-
27	Full CVs	-
28	Supporting document to demonstrate the role of the applicant within the company	C

¹² For certain events, especially in EC premises Nationality, Date of birth and ID/Passport number are required.

5. Who has access and to whom your data is disclosed?

Relevant EASME and European Commission staff have access to your personal data or contractors¹³ acting on their behalf, as well as Enterprise Europe Network Key Account Managers. In addition only members of the platform, including accredited business innovation coaches, beneficiaries of EU grants, SoEs, large enterprises, (public) procurers, potential investors and other service providers selected by EASME or the Commission might have access to a limited subset of your personal data if needed.

In case of need your data may be transferred to the bodies in charge of an inspection task in accordance with Community legislation, such as OLAF, European Court of Auditors, European Ombudsman and the Courts of the European Union.

Commission/EASME will not share your personal data with third parties unless necessary for the provision of the above-mentioned services for which you have given your consent.

6. For how long is your personal data kept?

Your personal information is kept as long as necessary for the purposes for which it was collected or to comply with the legal reporting or statistical reasons.

In case you are selected as Business Innovation Coach, your personal data will be kept for 7 years after the end of relevant programme. In case you are not yet selected, your personal data is kept for the duration of the related programme's activities for which they have registered. In case your application is not successful or withdrawn, your personal data may be retained up to 2 years after the end of the particular procedure to allow for all possible appeal. After this period your data will only be stored anonymised/encrypted for statistical usage.

7. How can you access your data, check its accuracy and, if needed, correct them?

Depending on the on-line service you are accessing, you can either:

1. access, check, modify, update, delete your personal profile online yourself at any time.
2. ask the data controller (Head of Unit EASME.A.2) for the removal of your account by sending a message to EASME-SME-HELPDESK@ec.europa.eu.

To ensure the consistency of the platform and the coherence of its content, your contributions and comments will be kept on the platform but anonymised, even in case of an eventual removal of your profile.

For further information you can contact the EIC programme services team at EASME-SME-HELPDESK@ec.europa.eu.

8. What are the contact points for questions or complaints?

¹³ All contractors working for the European Commission and EASME have signed non-disclosure agreements.

If you have any queries about the processing of your personal information in the EIC platform, you may address them to the Head of Unit EASME.A.2 (entity acting as data controller) at the following address: EASME-SME-HELPDESK@ec.europa.eu.

You shall have right of recourse at any time to the EASME Data protection officer at EASME-DPO@ec.europa.eu and the European Data Protection Supervisor. (<https://edps.europa.eu>).

9. Additional information:

Confidentiality

The users of the platform agree not to share any personal data they have access to with third parties beyond the scope of the services as described above.

Cookies and local storage

The Business Acceleration Platform stores the following information on its server:

- The firewall keeps track of the network traffic, information like user's IP address are recorded;
- The standard log facility on the Internet Information Server (web server) is on and collects the usual log file info;
- On the database, the information stored is the Server Variables and the login & the sha1 hash of the password attributed to the user and used to access the application. The clear text of the password is not visible to anyone not even the system administrators.

Cookies

To make this site work properly, we sometimes place small data files called 'cookies' on your device. Most big websites do this too.

What are cookies?

A cookie is a small text file that a website saves on your computer or mobile device when you visit the site. It enables the website to remember your actions and preferences (such as login, language, and font size and other display preferences) over a period of time, so you don't have to keep re-entering them whenever you come back to the site or browse from one page to another.

How do we use cookies?

A number of our pages use cookies to remember:

- your display preferences, such as contrast colour settings or font size
- non-identifiable data such as browsing behaviour within a session, to help us better understand member's behaviour so we can increase the level of service
- to remember if you have agreed to our use of cookies on this site

Cookies are also stored by [Europa Analytics](#), the corporate service which measures the effectiveness and efficiency of the European Commission's websites.

Enabling these cookies is not strictly necessary for the website to work but it will provide you with a better browsing experience. You can delete or block these cookies, but if you do that some features of this site may not work as intended.

The cookie-related information is not used to identify you personally and the pattern data is fully under our control. These cookies are not used for any purpose other than those described here.

How to control cookies

You can control and/or delete cookies as you wish – for details, see aboutcookies.org. You can delete all cookies that are already on your computer and you can set most browsers to prevent them from being placed. If you do this, however, you may have to manually adjust some preferences every time you visit a site and some services and functionalities may not work.

You can easily accept or reject the cookies on this site by selecting either of the following links: OK I agree / No, give me more info.

The system uses session "cookies" in order to ensure communication between the user and the server. Therefore, user's browser must be configured to accept "cookies". The cookies disappear once the session has been terminated.

Version April 2020