



European Committee
of the Regions

Data Protection Notice

Study on: " Access of Local and Regional Authorities to the EU Budget: Lessons to be drawn from the MFF 2021-27"

1. Introduction

The European Committee of the Regions (CoR) is committed to respecting and protecting your personal data in accordance with [Regulation \(EU\) 2018/1725 \(EUDPR\)](#).

Your personal data may be collected and processed for the elaboration (before, during and after) of the study under the name: "Access of Local and Regional Authorities to the EU Budget: Lessons to be drawn from the MFF 2021-27".

2. Who is responsible for the processing of personal data?

The CoR is responsible (as controller) for the processing of your personal data. The responsible service (delegated controller) is Directorate for Legislative Work II – Unit C1 COTER commission, (email: studies@cor.europa.eu)

The processor of the personal data, who is responsible for conducting this study, on behalf of the controller, is t33 Srl, (email: info@t33.it) as the leader of the consortium and in particular MILIEU Consulting SRL [email: admin@milieu.be]

In general, the processor provides to the CoR the elaboration of studies entirely or partially based on results gathered by way of surveys and online questionnaires, which will incur the collection of personal data submitted by survey respondents.

3. What is the purpose of the processing?

The purpose of the processing is gathering information for preparing the above-mentioned study. This study (based on desk research and a questionnaire) aims to collect information, including personal data, so to establish a report on Access of Local and Regional Authorities to the EU Budget.

Personal data will be collected in order to contact you for participating to the online questionnaire (via EU survey) and for giving your contribution to it. The questionnaire is part of the study commissioned by the CoR to the processor t33. This questionnaire is made available online by invitation only. Invited organisations (LRAs), legally represented, will be sent a personal link to the questionnaire by email.

The outcome of this study, namely the report, will feed into any CoR's consultative work concerning the MFF 2021-27.

4. What is the legal basis for the processing?

The legal basis for the processing of personal data is Article 5.1.d of the EUDPR, according to which: '*the data subject has given consent to the processing of his or her personal data for one or more specific purposes*'.

The consent for the use of personal data is required for those organisations wishing to participate in the questionnaire. When invited by an email to participate in the survey, these organisations, legally represented, will be proposed to accept the invitation and their inclusion in the personal data database of the questionnaire by using an opt-in button. Refusing to opt-in upon opening of the questionnaire implies the cancellation from the database as well as from the list of addressees (e-mails, names, surnames, and names of belonging public authorities) connected to this report.

5. What personal data are processed?

i) For the establishment of a list of addresses - potential organisations and/or LRAs, legally represented, who are directly invited to participate in the survey, the following contact details are collected:

Email address; Name of the belonging organisation/LRA.

A list of names and addresses will be provided by the COTER Commission.

The abovementioned list of addressees may be used by the delegated data controller or the data processor as an information tool in the preparation of further initiatives of similar content.

ii) For the participation in the survey by replying to the questionnaire:

- Member state
- Organisation/LRA Name
- Role/Position; of the respondent in the organisation/LRA;
- Other personal data that may be provided by the contributions of the respondents.

6. Who are the recipients or categories of recipients of your personal data?

- The CoR staff in charge of managing the survey (before, during and after its elaboration) namely Unit C1, COTER commission (delegated data controller).
- The staff from t33 and Milieu consulting(data processors) in charge of managing the survey (before, during and after its elaboration).

7. Are your personal data transferred to a third country or international organisation?

No, your personal data are not transferred to non-EU Member States or to international organisations.

8. How can you exercise your rights?

You have the right to access your personal data, to rectify any inaccurate or incomplete personal data, to restrict (under certain conditions) the processing of your personal data, to request the deletion of your personal data (if processed unlawfully) and, where applicable, the right to data portability. You also have the right to withdraw your consent at any time. Please note that withdrawal of consent will not have retroactive effect.

You can direct your queries to studies@cor.europa.eu (of the delegated controller) and/or to info@t33.it; admin@milieu.be (of the processors) Your query will be dealt without undue delay and in any event within one month of receipt of the request. That period may be extended by two further months where necessary.

You have the right of recourse to the European Data Protection Supervisor (edps@edps.europa.eu) if you consider that your rights under the EUDPR have been infringed as a result of the processing of your personal data by the CoR.

9. How long are your personal data kept for?

Your personal data will be kept for 6 months from the delivery of the final report of the study (estimated date: 16-09-2024).

The contribution on the substance will be rendered anonymous, not allowing to identify the respondents.

Unless specifically requested by the addressee, the list of addressees' e-mails and contact details will be kept at a maximum until 09-05-2026.

10. Are the personal data collected used for automated decision-making, including profiling?

The CoR will not use your personal data to make automated decisions about you. "Automated decisions" are defined as decisions made without human intervention.

11. Will your personal data be further processed for a purpose other than that for which data have been obtained?

Your personal data will not be further processed for a different purpose, except for other initiatives like the organisation of conferences, hearings or events with regional or local authorities identified as relevant stakeholders for the CoR, upon your consent.

12. Who do I contact if I have queries or complaints?

If you have any further questions about the processing of your personal data, please contact first of all the data controller (studies@cor.europa.eu).

You may also contact the CoR data protection officer (data.protection@cor.europa.eu) and/or the European Data Protection Supervisor (edps@edps.europa.eu) at any time.
