



Information to data subjects - Protection of personal data in relation to the National experts in lifelong guidance and careers education

The personal information Cedefop requests from you will be processed in line with Regulation (EC) no 45/2001 of the European Parliament and of the Council of 18 December 2000 on 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.

Identity and contact details of the controller: Pedro Moreno da Fonseca (Pedro.MORENO-DA-FONSECA@cedefop.europa.eu).

Purpose for the collection of personal data: to facilitate (1) the data validation process of Cedefop's lifelong guidance project, (2) the invitation to workshops.

Data subjects: Group of experts who will be identified as national experts in lifelong guidance.

Type of data processed: Contact information (First and last name, nationality, gender, institution, department, position, address, tel. numbers, e-mail) + language skills, country of expertise, experience in the field(s), key publications in the field, motivation (optional), date of application submission.

Legal basis: Cedefop Programming document 2017-2020.

People who have access to the data processing operations: DLE staff members responsible for this project.

Recipients of the data processed: Name and institution of national experts will be acknowledged on Cedefop website and in relevant publications.

Lawfulness of processing: Article 5 (a) of Regulation (EC) 45/2001. Processing is necessary for the performance of a task carried out in the public interest on the basis of the Treaties establishing the European Communities or other legal instruments adopted on the basis thereof or in the legitimate exercise of official

authority vested in the Community institution or body or in a third party to whom the data are disclosed, or processing is necessary in order to protect the vital interests of the data subject.

The data subject's rights:

Data subjects have the right of blocking, updating or rectification of data falling under the conditions of articles 13 to 16 of Regulation (EC) 45/2001. Such requests should be addressed to the data controller.

Every year, by means of an e-mail, the subjects are asked to correct and update their data.

In case of any queries or doubts please contact the Data Protection Officer of Cedefop (data-protection-officer@cedefop.europa.eu) or the controller.

Data subjects are also entitled to have recourse at any time to the European Data Protection Supervisor: <http://www.edps.europa.eu>

Time-limits for storing the data: The data will be kept as long as the lifelong guidance expert is participating in Cedefop's project on lifelong guidance.

Contact information: If you have any further questions concerning your data, please contact the controller.



30.03.2017

Pedro Moreno da Fonseca, Expert