

## DATA PROTECTION NOTICE

### on the call for Academic Experts for Eurofound's Advisory Committees 2026-2029

Last updated: 8 December 2025

As an EU Agency, the European Foundation for the Improvement of Living and Working Conditions<sup>1</sup> (or Eurofound) embraces the need to protect your personal data. We, therefore, undertake to process it, as data controller, with respect to the applicable law<sup>2</sup>.

If after reading this notice you still have questions or doubts on the processing of your data, please contact us at [dataprotectionofficer@eurofound.europa.eu](mailto:dataprotectionofficer@eurofound.europa.eu). We will reply to you as soon as we can but always within one month.

#### What are Eurofound's Advisory Committees?

Eurofound's Advisory Committees support the implementation of Eurofound's work programmes. Their purpose is to ensure the quality of Eurofound's research by providing advice and new inputs.

The main functions of the Advisory committees are:

- Giving advice on the design and implementation of research projects;
- Monitoring progress of implementation;
- Evaluating findings; and
- Advising on the dissemination of results.

The present call for Academic Experts aims at engaging academic experts for its Advisory Committees to provide independent insights.

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<sup>1</sup> You can find more information on Eurofound, including our contact details, [here](#).

<sup>2</sup> [Regulation \(EU\) 2018/1725 of the European Parliament and of the Council 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](#) (or the EUDPR).

## Why do we process your personal data?

Eurofound processes your personal data for the following purposes:

- Select academic experts for each Advisory committee;
- Publish the names of academic experts on Eurofound's website;
- Invite the academic experts to attend meetings; and
- Reimburse the academic experts for travel and subsistence costs they might incur from attending meetings of the Advisory Committee.

## What personal data will be collected and further processed?

The following personal data are processed:

- Identification and contact details: name, surname, nationality, gender, email address, postal address, phone and mobile number;
- Educational background;
- Career history/work experience;
- Additional information relating to a physical disability (at the discretion of the candidate); and
- Any other personal data which you might decide to provide Eurofound with in the context of your application.

## What is the legal basis for processing your personal data?

Eurofound works to help EU legislators shape better social, employment, and work-related policies across the EU. Eurofound's Advisory Committees support this goal by providing strategic guidance, ensuring the relevance of research priorities, and offering expert and stakeholder perspectives that help align Eurofound's work with the needs of EU institutions, national governments, and social partners.

In this context, the processing of personal data required for the establishment and functioning of Eurofound's Advisory Committees is done in compliance with the following provisions:

- Eurofound's Founding Regulation<sup>3</sup>, in particular its Article 12;

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<sup>3</sup> [Regulation \(EU\) 2019/127 of the European Parliament and of the Council of 16 January 2019 establishing the European Foundation for the improvement of living and working conditions \(Eurofound\), and repealing Council Regulation \(EEC\) No 1365/75](#), in particular Article 12.

- Decision no. 8 of the Management Board of Eurofound establishing the Rules of Procedure of the Advisory Committees, in particular its Article 6; and
- Decision no. 31 of the Management Board of Eurofound on the formal establishment of the Advisory Committees of Eurofound.

The processing is, therefore, necessary for the performance of tasks which have been entrusted to Eurofound under its Founding Regulation<sup>4</sup>, and which are carried out in the public interest<sup>5</sup>, in particular the development of social and employment policies that improve quality of life across the EU.

Please note that no automated decision-making takes place in this context.

### **Who has access to your personal data and to whom is it disclosed?**

Access to your personal data will be given exclusively to the Executive Director, Deputy Director and staff members of the Agency on a 'need-to-know' basis (Heads of Units - Research, the Head of Unit – Organisational Support, the Advisor for Industrial relations and corresponding assistants). No other third parties will have access to your personal data, except if required by law.

### **For how long will your personal data be kept?**

Personal data submitted by:

- Unsuccessful candidates will be kept for a period of 2 years after the end of the selection procedure; and
- Successful candidates will be kept until the end of the nomination period, or longer should such data be necessary for other ongoing purposes (e.g. reimbursement of expenses).

Once maximum time of retention has been reached, data will be securely destroyed.

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<sup>4</sup> In particular Articles 1 and 2.

<sup>5</sup> Article 5(1)(a) of the EUDPR.

### **How is your personal data protected?**

Eurofound takes seriously its obligation to protect your personal data. Applications are submitted through a secure form on Eurofound's website. In addition, the entire Eurofound's computer network is protected by antivirus, firewalls and similar technology that help maintain the security, integrity and availability of your personal data. In addition, you have been requested not to disclose any other data than that necessary for the purposes above identified. Furthermore, applications and corresponding data will be stored electronically in a folder with restricted access (i.e. permission levels have been defined).

### **Do we transfer your data to outside the EU?**

No.

### **What are your rights?**

Within the limits set by the EUDPR, you have the right to access, rectify, erase and/or port your personal data, to restrict or object to the processing of your personal data, and to withdraw your consent (if obtained). Just note that withdrawal of your consent does not affect the lawfulness of processing while your consent was valid.

In order to exercise your rights, please contact in writing the Head of Unit – Organisational Support at [advisorycommittees@eurofound.europa.eu](mailto:advisorycommittees@eurofound.europa.eu), whereby you shall specify your claim (i.e. the right(s) you wish to exercise).

You also have the right to raise a complaint with the European Data Protection Supervisor should you consider that the processing of your personal data is in violation of the law. You will find more information [here](#).