



EUROPEAN COMMISSION

JOINT RESEARCH CENTRE

Institute for Reference Materials and Measurements

RECRUITMENT OF SCIENTIFIC GRANTHOLDERS AT THE JRC PRIVACY STATEMENT

1. Description

The Joint Research Centre (JRC) offers scientific grants for Doctoral researchers, Post-doctoral researchers and Senior scientists. As set out in the 'Administrative rules applicable to the recruitment of grantholders under national law contracts within the framework of the research programmes managed by the Joint Research Centre' approved by the JRC's Director General on 8 February 2008, the grantholders shall be employed under a contract which is conform to the national legislation of the country of employment.

Your personal data will be collected and further processed for the following purpose detailed hereafter under point 2. For this collection and processing of personal data, Regulation (EC) 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 is applicable.

The Director of Resources of the JRC has taken the responsibility, as Controller of the processing operations on personal data covered by the notification DPO-2126. The Management Support Unit (MSU) Heads of the different Institutes and sites of the JRC act as Personal Data Processors.

2. What personal information do we collect, for what purpose and through which technical means?

Identification data (including medical and police records)

Copies of passport or identity card and of a social security scheme, photographs, copy of the, if applicable: marriage certificate and / or birth certificate of children, proof of residence from previous two years, police register. The successful candidate sends medical examination results in closed envelope to the related Medical Service.

Education related data

CV, copy of their university degree, Certificates proving a minimum of research experience.

Financial data

The financial and legal identity forms, a declaration of the bank confirming the details of the bank account.

Purpose

The purpose of processing of personal data in this context is to meet the needs of selection and recruitment of scientific grantholders at the JRC.

What technical means are used?

The information is transferred and stored both in paper and electronic format.

3. Who has access to your information and to whom is it disclosed?

Access to the personal files is allowed to recruitment staff, corporate services (human resources, medical), national authorities and the legal consultant.

4. How do we protect and safeguard your information?

Paper files are stored in the MSU archives. Electronic files are stored following the JRC ICT infrastructure management covered by the notification DPO-1946.

5. How can you verify, modify or delete your administrative information?

In case you want to verify which personal data are stored on your behalf by the responsible controller, have the data modified, corrected, or deleted, please write an e-mail message to the functional mailbox address mentioned hereafter under "Contact Information", explicitly specifying your request.

6. How long do we keep your data?

Selection files on paper and electronic media for all candidates as scientific grantholders are classified and stored for a period of 5 years.

A reduced personal file of the selected grantholders will be kept for 50 years after the period of the grant because some grantholders could ask for a certificate.

7. Contact Information

In case you have questions related to this processing of personal data please address them to the Controller under the following functional mailbox: JRC-IRMM-FELLOWS@ec.europa.eu

On questions relating to the protection of personal data, you can contact:

- the DG JRC Data Protection Co-ordinator: jrc-data-protection-coordinator@ec.europa.eu
- the Commission's Data Protection Officer: data-protection-officer@ec.europa.eu

In the event of a dispute, you can send a complaint to:

- the European Data Protection Supervisor: edps@edps.europa.eu