Privacy statement

In accordance with articles 15 and 16 of Regulation (EU) No. 2018/1725
of the European Parliament and of the Council of 23 October 2018

ISATCOVE International Self-Assessment Tool for CoVEs

This Privacy Statement explains how the ETF processes your personal data.

Key information

Controller

Pilvi Torsti, Director of the ETF, Pilvi.Torsti@etf.europa.eu

Process owner

Georgios Zisimos, Head of PAU Unit, Georgios.Zisimos@etf.europa.eu

Data Protection Officer

DataProtectionOfficer@etf.europa.eu

Processor

Outsourced contractors that are responsible for the administration, maintenance and technical support of the ISATCOVE platform

Purpose of the processing

To provide and manage the ISATCOVE online self-assessment tool, enabling schools and Centres of Vocational Excellence (CoVEs) to conduct self-assessments, access results, and participate in improvement, benchmarking and peer-learning activities

Legal basis

Regulation No. 1339/2008 establishing the European Training Foundation (Recast), Article 2.

Personal data

Name, surname, email address

Recipients of the personal data

Internal recipients:

ETF project team

External recipients:

Registered ISATCOVE users who are members of the self-assessment team of the relevant school or Centre of Vocational Excellence (CoVE). Access is restricted to users affiliated with that school or CoVE.

Transfer to third countries/international organisations

Not applicable

Further information

Data retention

ISATCOVE users are classified as either temporary or permanent.

Personal data linked to temporary users are permanently removed from the system after two years from the last registered access, in line with ETF internal data-retention rules and applicable legal obligations.

Personal data linked to permanent users are permanently removed from the system after five years from the last registered access, in line with ETF internal data-retention rules and applicable legal obligations.

The school or CoVE decides whether a user is classified as temporary or permanent.

Right of access, rectification or erasure, restriction, objection

Data subjects have the rights set out in Articles 14 to 22 of Regulation (EU) 2018/1725, including the right to access their personal data and to request its rectification, erasure, or restriction of processing, as well as the right to object to the processing. Requests should be submitted in writing to Georgios.Zisimos@etf.europa.eu who also serves as the contact point for any questions related to the processing of personal data in the context of this processing operation. The ETF will respond without undue delay and, in any case, within one month of receipt. This period may be extended by up to two additional months where necessary, and the requester will be informed of the reasons for the extension.

Right to lodge a complaint

A complaint on the processing of personal data can be lodged to the ETF Data Protection Officer (DataProtectionOfficer@etf.europa.eu) or to the European Data Protection Supervisor at any time (http://www.edps.europa.eu).

Necessity of provision of data

Provision of personal data is necessary to create and manage a user account and to provide access to the ISATCOVE platform and its functionalities. Without the required personal data, individuals cannot register for or use the platform.

Processing and sharing of self-assessment results

Self-assessment data include replies entered by schools and their stakeholders when completing the ISATCOVE self-assessment, which identify the school's level of development.

The ETF processes self-assessment replies to generate comparative results in aggregated and anonymised form. The ETF project team may also process these replies for research and analytical purposes.

ISATCOVE users may choose to share their school's self-assessment results with other schools for peer-learning or benchmarking purposes. Results are shared only where the relevant ISATCOVE users actively decide to do so.