

ETF Network for Excellence project (ENE) for centres of vocational excellence

Controller

The controller of the processing operations in the **ETF Network for Excellence (ENE) project for centres of vocational excellence** (here below ENE for COVEs) - is the Director of the ETF. The owner of the ENE for COVEs is the Head of the Policy and Public Outreach Department of the ETF.

Purpose of the processing

The purpose of collecting personal data of ETF Network for Excellence's members is to:

- facilitate possible synergies and create an international network for continuous exchange of professional purposes and practice among centres of excellence at local, national or international level;
- develop partnerships between COVEs in different countries, including coaching sessions, peer learning visits, peer reviews and events leading to studies, reports, etc.;
- participate also in other projects and events managed by ETF and/or by other Networks of excellence with whom ETF cooperates (e.g. Skillman);
- Development and improvement of tools produced by the Network (e.g self-assessment tool);
- Inform about EU instruments and tools;
- Publish reports and studies containing aggregated data on centres of vocational excellence who are members of ETF Network for Excellence.

Legal basis

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

Personal data

Personal data concern name, surname, phone number, e-mail account.

Provision of these data is mandatory for being part of ENE for COVEs.

Personal data may also be collected and processed for the following other purposes:

1. **For sharing with other members of the ENE for COVEs network**, ETF staff, other networks or centres of vocational excellence or experts in the field working within ETF projects. The member can choose to share this information by ticking the corresponding box on the form.
2. **For registration in the ETF stakeholders` database for future contact purposes related to ETF`s activities**, the member can choose to share this information by ticking the corresponding box on the form.

Recipients of the personal data

For the purpose detailed above, access to personal data is provided to the following processing entities:

- ETF Network for Excellence's members

Further information

Data retention

Data are kept for three years from the last registered access, after which the profile including all data, will be deleted.

Right of access, rectification or erasure, restriction, objection, withdraw consent

Any request to access, rectify or erase personal data, or to restrict or object or withdraw consent to the processing of personal data shall be addressed in writing to the ENE team within ETF, ETF_Network_for_Excellence@etf.europa.eu giving details of the request.

Right to lodge complaint

Data subjects can at any time lodge a complaint on the processing of their personal data to the ETF Data Protection Officer (DataProtectionOfficer@etf.europa.eu) or to the European Data Protection Supervisor (<http://www.edps.europa.eu>).