RECORD OF PERSONAL DATA PROCESSING ACTIVITY

Based on Article 31 of the Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 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, each responsible EASME data controller has to maintain a record of the processing activities under his/her responsibility.

Record No: R-2021-01

Initial approval by Data Controller: see date of Ares signature

Previous Notification (if applicable): N/A

Update(s) (if applicable): N/A

NAME OF THE PROCESSING ACTIVITY

EIC IT Platform

IDENTIFICATION OF THE DATA CONTROLLER

European Innovation Council and SMEs Executive Agency (EISMEA), Director
EIC Fund, Chairperson of the EIC Fund Board of Directors

GROUND FOR THIS RECORD (select relevant ground)

☐ Record of a new type of processing activity of personal data (before its implementation)
☑ Record of a processing activity of personal data that is already in place (ex-post)
☐ Change/Amendment/Update of an already existing previous record (or previous notification to DPO)

DESCRIPTION OF THE PROCESSING ACTIVITY

The processing of personal data related to the Submission, Selection, Negotiation and Management of applications and subsequent grant/contracts to the EIC Programme under the Horizon Europe Programme via the EIC IT Platform.
1. INFORMATION ON THE PROCESSING ACTIVITY of the EIC IT Platform

This processing activity is performed in accordance with Regulation (EU) No 2018/1725 on the protection of individuals with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data.

1.1. The joint Data Controllers of this processing operation are:

- The European Innovation Council and SMEs Executive Agency (EISMEA), place Rogier 16, B-1049 Brussels represented by its Director, in charge of the implementation of the EIC programme under the Horizon Europe Programme.

- The EIC Fund, represented by the Chairperson of the EIC Fund Board of Directors, 15 Boulevard Friedrich Wilhelm Raiffeisen, LU-2411 Luxembourg, in charge of the investment component of the EIC Accelerator.

In addition, the following entities process personal data on behalf of the joint controllers:

1. **The Innovation Loop SAS**, 165 avenue de Bretagne, 59000 Lille, France, support@innoloop.eu.
   The Innovation Loop SAS develops and manages for the EIC part of the IT solution for the submission, evaluation and negotiation process of the EIC Accelerator.

   The EIB undertakes for the EISMEA / EIC Fund the due diligence process in the context of EU funded equity for beneficiaries.

   Alter Domus:
   - performs additional data collection and checks of potential beneficiaries of the EU funded equity component through the ‘Know your Company’ form;
   - participates in the valuation of the potential beneficiaries of EIC Fund equity component;
   - makes available detailed information on the potential beneficiaries of the EU funded equity component and their projects for decisions of the EIC Board according to the procedures in place;
   - performs the accountant and paymaster function for the EIC Fund.

   Dealflow.eu:
   - presents the portfolio of selected companies for the EU funded equity to investors for co-investments;
   - analyses available documentation about potential beneficiaries;
   - helps potential beneficiaries improve their pitch-deck and the underlying business case;
   - organises e-pitching activities
   - undertakes additional due diligence complementary to the one of the EIB;
   - helps with data collection and data structuring related to the investment phase.

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4 The EIC Fund investment Guidelines are available on the EIC Programme website. They will notably cover in full detail the investment conditions of the EIC Fund.
1.2. The legal basis for the processing based on Article 5(1) of Regulation (EU) 2018/1725:
- (a) the processing is necessary for the performance of a task carried out in the public interest by the Agency laid down in Union law for the implementation of the applicable EIC work programme under Horizon Europe;
- (a2) the processing is necessary for the management and functioning of the Union Institutions, bodies or agencies (Recital (22) of Regulation (EU) 2018/1725) laid down in Union law;
- (b) the processing is necessary for compliance with a legal obligation to which the controller is subject, which are laid down in Union law;
- (c) the processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract;
- (d) the data subject has given explicit prior consent to the processing of his or her personal data for one or more specific purposes for non-mandatory personal data;
- (e) the processing is necessary in order to protect the vital interests of the data subject or of another natural person.

1.3. The purpose(s) of this processing is/are to:
The platform supports EIC applicants for the elaboration of their proposals/business plans with the support of Artificial Intelligence (AI) and the EIC in the organisation of the evaluation/selection of proposals and the contract management processes. This includes:

- Helping applicants to find the appropriate funding scheme for their project idea;
- Supporting the EIC applicants in the elaboration of their business plans using AI to analyse their idea against existing literature and research which does not lead to automated decision-making, as all decisions are made by natural persons;
- Encoding and submission of proposals;
- Evaluation and selection of proposals;
- Matching EIC applicants with business coaches supporting the applicants to prepare their full proposals;
- Organisation of evaluation interviews for EIC applicants;
- Management of the grants/contracts, including the investment component.

This processing operation supports applicants to find appropriate funding and to submit their proposal to the EIC Accelerator.

The “Submission and Evaluation process” for the EIC Accelerator is managed through the EIC IT platform, using personal data only where necessary which covers the following processes:

a) The grant application process consists of the following steps:

- Discovery (optional step): An initial exploration phase to help EIC applicants find the appropriate funding scheme for their project idea;
- Step 1 - short proposal: If the EIC programme is selected as the preferred funding scheme, the applicant is then required to elaborate and submit a short proposal including a video and a pitch-deck presenting the team and the idea. This proposal is then assessed remotely by EIC evaluators.
- The proposal may be shared with relevant Horizon Europe National Contact Points (NCPs) and other relevant public organisations from EU Member states and Horizon Europe associate countries (including regional innovation organisations, European Structural and Investment Funds (ESIF) Managing authorities etc.), upon applicants’ consent, in order to further support the applicant with additional services.
- Step 2 – full proposal: Successful applicants of Step 1 will be invited to elaborate a full proposal online with the support of an EIC business coach upon request. Step 2 applications will be assessed remotely by EIC evaluators.

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EISMEA Act of Delegation: Commission Decision C(2021)949 delegating powers to the European Innovation Council and SMEs Executive Agency with a view to the performance of tasks linked to the implementation of Union programmes in the field of Innovative Europe, Single Market and Interregional Innovation Investments comprising, in particular, implementation of appropriations entered in the general budget of the Union.

6 Commission Implementing Decision C(2021)1510 of 17 March 2021 on the Financing of the European Innovation Council component of the specific programme implementing Horizon Europe – the Framework Programme for Research and Innovation (2021-2027) and on the adoption of the work programme for 2021 as well as future EIC workprogrammes to be adopted..

- Interviews: Successful applicants of Step 2 will be invited to a face-to-face or online interview with an EIC jury as the final step in the selection process. The contact details of the participants to the interviews are also used to inform them of additional EIC services.

- Negotiation: Following a successful interview, applicants selected for funding will be invited to negotiate an initial contract for the grant component and eventually start the due diligence process for the EU funded investment component when applicable.

- Contract signature: Following a successful negotiation, the applicant is invited to sign a contract with EISMEA.

b) The selection process of EIC evaluators:
EIC evaluators are selected from the Horizon Europe experts database (Funding and Tenders Portal) taking into consideration their skills, experience and knowledge and in accordance with the principles of non-discrimination and equal treatment.

c) The selection process of the EIC business coaches is as follows:
- The candidate coaches reply to the call for expression of interest for setting up of a list of coaches to provide coaching activities in connection with the EIC.
- A list of EIC business coaches who meet the criteria set in the call of expression of interest is established in accordance with the principles of non-discrimination and equal treatment.
- Successful EIC applicants of Step 1 can select their coach to help them elaborate the Step 2 full proposal, from a list of EIC business coaches taking into consideration their skills, experience and knowledge.
- The EISMEA establishes the contracts for the EIC business coaches selected by the EIC applicants.

d) The selection process of EIC Jury members:
EIC Jury members are selected from the Horizon Europe experts database (Funding and Tenders Portal), after a pre-selection if needed taking into account also other sources of information (i.e. social media), and considering their skills, experience and knowledge and in accordance with the principles of non-discrimination and equal treatment to set up a list of EIC Jury members.

In case the pitching sessions/Jury interviews are conducted online, European Commission vetted third party video conferencing tools will be used, covered by their specific Data Protection Notice.

e) Negotiation module: In case a proposal is selected for support through an EU funded investment component, the joint controllers may find a suitable Investment Partner to manage the EIC Investment component, and share necessary information, including personal data, with these Investment Partners, based on explicit prior consent.

f) Helpdesk and support to end-users: The joint controllers uses third party online tools (such as zoho.eu) to collect, manage and respond to questions submitted by users providing support to key and recurrent questions and issues.

g) The EIC IT Platform may also be used for the management of the grants/contracts, including the investment component.

Further information on other funding opportunities or additional services may be provided by relevant Horizon Europe National Contact Points (NCPs), other relevant public organisations from EU Member states and Horizon Europe associate countries (including regional innovation organisations, European Structural and Investment Funds (ESIF) Managing authorities etc), Enterprise Europe Network partners or Knowledge Innovation Communities of the European Institute of Innovation and Technologies (EIT KICs), based on your explicit prior consent.

1.4. The categories of data subjects concerned by this processing from whom personal data are collected:
- EIC applicants, including CEOs and relevant team members;
- EIC evaluators (Horizon Europe experts);
- EIC jury members (Horizon Europe experts);
- EIC Business Coaches (Horizon Europe experts);
- Competent staff of Horizon Europe National Contact Points (NCPs) and other relevant public organisations from EU Member States (including regional innovation organisations, European Structural

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8 https://ec.europa.eu/eic-funding-opportunities/business-acceleration-services_en
9 https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/work-as-an-expert

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European Innovation Council and SMEs Executive Agency (EISMEA), B-1049 Brussels, BELGIUM
and Investment Funds\textsuperscript{12} (ESIF) Managing authorities etc, Enterprise Europe Network partners or Knowledge Innovation Communities of the European Institute of Innovation and Technologies (EIT KICs);

- Authorised staff of EU Institutions in charge of implementing the Horizon Europe / EIC programme;
- Authorised staff of the European Investment Bank (EIB);
- Authorised staff of the EIC Fund in charge of implementing the EIC investment component and authorised staff of their subcontractors.

1.5. **The following personal data** are collected:

For the **EIC application**: first name, last name, gender, e-mail address, phone number, address and country of residence, nationality as well as CV, competences, experiences, expertise by means of questionnaires.

**All users** of the EIC IT tools and services are required to sign up for 'EU login' credentials. The 'EU login' service has its own privacy statement.

EIC platform stores the 'EU login' credentials: login and e-mail addresses such as retrieved from 'EU login' and the European Commission's Central User Database which is stored at the Data Centre of the European Commission subject to Regulation (EU) No 2018/1725.

Data collected through the EIC IT tools are mandatory for the purpose(s) outlined above, unless indicated otherwise in the application/submission forms.

In addition, for the **evaluation jury interviews**, the following data are collected: date of birth, Passport/ID number, organisation and function in the organisation, professional e-mail address, phone number, the registration number in the participant portal, contract of employment, most recent salary slip, company registration act and/or its statutes. These personal data are mandatory to verify the legal and contractual link between the applicant company invited to the jury interview and its representative attending the jury interview; as well as to permit access to the European Commission/Agency buildings where the interviews are taking place in case of physical meetings.

Some **non-mandatory** personal data may be collected such as photo, social media accounts (i.e. LinkedIn/Twitter) which can only be processed based on explicit prior consent.

**Additional** personal data from other EU or public databases may be used for the process of the Submission and Selection of applications to the EIC Accelerator.

**Site activity logging (Log files):**

EIC IT platform stores the following information on its server:

- The firewall keeps track of the network traffic, information like user's IP address are recorded;
- The standard log facility on the Internet Information Server (web server) is on, and collects the usual information including browser type, Internet Service Provider (ISP), date and time stamp, referring/exit pages and other relevant information enabling EISMEA to improve the user experience and identify attempts of inappropriate use of the EIC IT platform.
- The EIC IT platform logging capabilities are complemented by the dedicated analytics tool Matomo.

The purpose of the information is for analysing trends, administering the site, tracking users' movement on the website, and gathering geographical information.

In the context of auditing of the EIC IT platform, personally identifiable information might be collected to ensure the security and the integrity of the system and prevent any inappropriate use of the platform.

1. **Cookies**

EIC IT platform uses 'cookies' necessary to store information such as visitors' preferences and website pages accessed. This information is used to optimise the users' experience.

2. **What are cookies?**

A cookie is a small text file that a website saves on computer or mobile device of visits on the site. It enables the website to remember actions and preferences (such as login, language, and font size and other display preferences) over a period of time, so the user doesn’t have to keep re-entering them whenever coming back to the site or browse from one page to another.

3. **How do we use cookies?**

A number of our pages use cookies to store display preferences, such as contrast colour settings or font size and non-identifiable data such as browsing behaviour within a session to improve the service.

\textsuperscript{11} [https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/ncp.](https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/ncp.)

Enabling these cookies is not strictly necessary for the website to work but it will provide users with a better browsing experience. These cookies can be deleted or blocked, but if some features of this site may not work as intended.

4. How to control cookies

Cookies can be controlled and/or deleted by users – for details, see aboutcookies.org. All cookies that are already on computer ca be deleted and most browsers can be set to prevent them from being installed. Please note that in such a case some services and functionalities may not work as designed.

The system uses session cookies in order to ensure communication between the browser and the server. Therefore, the browser should be configured to accept cookies and they are discarded once the browser session is terminated.

1.6. The recipients to whom the personal data will or might be disclosed are:

- Authorised staff of the EU Institutions in charge of the implementation of the Horizon Europe / EIC programme;
- Authorised staff of the EIC Fund and its subcontractors supporting key processes and data collection (i.e. The Innovation Loop SAS, EIB, Alter Domus Luxembourg S.à r.l., Dealflow.eu BV);
- Security personnel of EU Institutions, in case of physical meetings;
- Authorised Staff of EISMEA or Commission’s contractors responsible for providing the IT solution for the submission and evaluation process of the EIC programme.
- EIC experts such as EIC evaluators, jury members and coaches;
- Bodies charged with monitoring inspection or enforcement tasks in application of EU or national law (e.g. internal audits, Court of Auditors, European Anti-fraud Office (OLAF), European Ombudsman and the Courts of the European Union, national courts, law enforcement bodies).

A limited set of personal data of the EIC applicants may also be shared with relevant **Horizon Europe National Contact Points** (NCPs), other relevant public organisations from EU Member states and Horizon Europe associate countries (including regional innovation organisations, European Structural and Investment Funds (ESIF) Managing authorities etc), **Enterprise Europe Network partners** or **Knowledge Innovation Communities of the European Institute of Innovation and Technologies** (EIT KICs), for further information on other funding opportunities or additional services, based on your explicit consent.

In case a proposal is selected for support through an EU funded investment component, the EIC may find a suitable **Investment Partner** to manage the EIC Investment component and may share necessary information, including personal data, with these Investment Partners, based on explicit prior consent.

The European Union Institutions and the EIC Fund will not share personal data with other third parties unless allowed by law or necessary for the provision of the above-mentioned services based on explicit prior consent.

1.7. Personal data will not be transferred to third countries or international organisations unless based on explicit prior consent (e.g. to authorise access of NCP established in third countries or use of third party tools).

1.8. EIC is using Artificial Intelligence (AI) to facilitate the processing of data submitted. The use of AI however does not lead to automated decision-making, as all decisions are made by natural persons.

1.9 The following technical and organisational security measures are in place to safeguard the processing of this personal data:

All data in electronic format (e-mails, documents, uploaded batches of data etc.) are stored either on the servers of the European Commission, the Agency or of its contractors.

All processing activities are carried out pursuant to the Commission Decision (EU, Euratom) 2017/46 of 10 January 2017 on the security of communication and information systems in the European Commission.

The Agency’s or Commission’s contractors are bound by specific contractual clauses and confidentiality clauses for processing of personal data on behalf of the joint controllers, and subject to obligations deriving from Regulation (EU) 2018/1725 and the General Data Protection Regulation (‘GDPR’ Regulation (EU) 2016/679).

In order to protect personal data, the joint Controllers have put in place a number of technical and organisational measures. This includes appropriate actions to address online security, risk of data loss, alteration of data or unauthorised access, taking into consideration the risk presented by the processing and the

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13 All contractors working for the European Institutions and the EIC Fund have signed non-disclosure agreements.
nature of the personal data being processed. In addition, access to the personal data are restricted solely to authorised persons with a legitimate need to know for the purposes of each processing operation.

Access to the EIC IT platform is secured, via the EU Login authentication service and role-based authorisation mechanisms.

All stakeholders involved in the evaluation, selection and contracting process are bound by their contractual arrangements to use the personal data received only for the purposes for which they were transmitted and to not further process any irrelevant and excessive data received with the proposals.

1.10 The personal data concerned will be kept for the maximum periods set out below, at the end of which the data will be deleted.

Personal information is kept only as long as necessary for the purposes for which it was collected or to comply with the legal obligations, including reporting or statistical purposes.

- The personal data of selected EIC experts such as Business Coaches, Evaluators or Jury members will be kept for 7 years after the end of the relevant programme.
- For not yet selected EIC expert or coach, personal data is kept for the duration of the EIC programme.
- In case EIC applicants are invited to a Jury Interview, the date of birth, Passport/ID number, contract of employment, most recent salary slip specifically submitted for the interview will only be kept for maximum 6 months from the last day of the week in which the interview took place. Data will be automatically deleted at the end of this period.
- For funded EIC applicants personal data are retained for 10 years after the end of the year following closure of the Horizon Europe / EIC programme.
  
  Pursuant to Article 4(1)(e) of the Regulation 2018/1725, and subject to the implementation of appropriate safeguards in accordance with Article 13, we may retain limited categories of personal data of beneficiaries for scientific research and/or statistical purposes for up to 25 years, unless the right to object under Article 23 of the Regulation is exercised;
- In case an application is not successful or withdrawn, personal data are retained for up to 5 years after the closure of the evaluation process for which the data have been collected or updated. We may retain limited categories of personal data of unsuccessful applicants for scientific research and/or statistical purposes for up to 25 years, unless the right to object under Article 23 of the Regulation is exercised.

1.11 Data Subjects are informed on the processing of their personal data via a data protection notice on their rights:

- to access their personal data held by a controller;
- to request their personal data held by a controller to be corrected;
- to obtain in some situations erasure of their personal data held by a controller, e.g. when data are held unlawfully (right to be forgotten);
- to withdraw consent at any time, without affecting the lawfulness of processing based on consent before its withdrawal;
- to object to processing on grounds relating to his or her particular situation, unless the controller demonstrates compelling legitimate overriding grounds;
- of recourse at any time to the EISMEA Data Protection Officer at EISMEA-DPO@ec.europa.eu and to the European Data Protection Supervisor at https://edps.europa.eu.
  
  Request from a data subject to exercise a right will be dealt within one month.
  
  The right to information, access, rectification, erasure, restriction or objection to processing, communication of a personal data breach or confidentiality of electronic communications may be restricted only under certain specific conditions as set out in the applicable Restriction Decision in accordance with Article 25 of Regulation (EU) 2018/1725.

Any queries concerning the processing of personal data, have to be addressed to the Data Controller indicated above in 1.1. at EISMEA-SME-HELPDESK@ec.europa.eu, including the request to access, check, modify, update or delete data or the account.
## 2. DATA CONTROLLER ACCOUNTABILITY & COMPLIANCE CHECK

for the processing activity of the EIC IT Platform

*(Internal use only – not to be published)*

### Data Protection Principles

2.1. The responsibility that the processing activity complies with the applicable rules on Data Protection lies with the Data Controller.

Use the below checklist to explain how data protection principles are respected, what measures are in place, to substantiate your compliance and demonstrate your accountability.

<table>
<thead>
<tr>
<th>a) Lawfulness&lt;sup&gt;14&lt;/sup&gt;</th>
<th>The processing of the personal data indicated in point 1.6 is based on one or more <strong>legal basis</strong> indicated in point 1.3. Therefore the personal data concerned is processed lawfully and fairly.</th>
</tr>
</thead>
<tbody>
<tr>
<td>b) Purpose limitation</td>
<td>All purposes for which personal data is collected under section 1.4. are specified, explicit and legitimate. The data will not be further processed in a manner that is incompatible with those purposes.</td>
</tr>
<tr>
<td>c) Data minimisation</td>
<td>The personal data are adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed. Only personal data necessary for the Submission, Selection, Negotiation and Management of applications to and subsequent grants/contracts of the EIC Accelerator will be processed, non-mandatory data may be provided but will be disregarded if not relevant for the purposes above.</td>
</tr>
<tr>
<td>d) Data Accuracy</td>
<td>Personal data is accurate and, where necessary, kept up to date. Every reasonable step is taken to ensure that personal data that are inaccurate, having regard to the purposes for which they are processed, are <strong>erased or rectified</strong> without delay.</td>
</tr>
<tr>
<td>e) Storage limitation</td>
<td>Personal data is kept in a form which permits the identification of data subjects for <strong>no longer than necessary</strong> for the purposes for which the personal data are processed (‘as long as necessary, as short as possible’). The personal data will be kept as long as necessary to allow applies of applicants and audits of the Agency’s activities in line with the Commission Retention list.</td>
</tr>
</tbody>
</table>

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### f) Integrity and confidentiality

The data is processed in a manner that ensures appropriate **security** of the personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate **technical or organisational measures**.

All data in electronic format (e-mails, documents, uploaded batches of data etc.) are stored either on the servers of the European Commission, the Agency or of its contractors. All processing activities are carried out pursuant to the Commission Decision (EU, Euratom) 2017/46 of 10 January 2017 on the security of communication and information systems in the European Commission.

The Agency’s or Commission’s contractors are bound by specific contractual clauses and confidentiality clauses for processing of your data on behalf of the Agency or Commission, and subject to obligations deriving from Regulation (EU) 2018/1725 and the General Data Protection Regulation (‘GDPR’ Regulation (EU) 2016/679).

In order to protect personal data, the joint Controllers have put in place a number of technical and organisational measures. This includes appropriate actions to address online security, risk of data loss, alteration of data or unauthorised access, taking into consideration the risk presented by the processing and the nature of the personal data being processed. In addition, access to the personal data are restricted solely to authorised persons with a legitimate need to know for the purposes of each processing operation. Access to the EIC IT platform is secured, via the EU Login authentication service and role-based authorisation mechanisms.

All stakeholders involved in the evaluation and contracting process are bound by their contractual arrangements to use the personal data received only for the purposes for which they were transmitted and to not further process any irrelevant and excessive data received with the proposals.

### g) Transparency

Data subjects are **informed** about the processing of their personal data in a concise, transparent, intelligible and easily accessible form, using clear and plain language and prior the use via a Data Protection Notice (DPN).

DPN is made available online at submission stage and throughout the selection, evaluation and management of the application.

### h) Access and other rights of persons whose personal data are processed

Mechanisms are in place to ensure/enable the exercise of rights by the data subject.

Data subjects are informed about their rights in the DPN and how to contact the joint controllers.

### 2.2. Further comments

Not applicable

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YES

YES

YES

European Innovation Council and SMEs Executive Agency (EISMEA), B-1049 Brussels, BELGIUM
### 3. RISK SCREENING / THRESHOLD ASSESSMENT
for the processing activity of the EIC IT Platform

*(Internal use only – not to be published)*

Some risky processing activities require additional safeguards and documentation. In order to reach an informed decision on whether a Data Protection Impact Assessment (DPIA) is necessary, you must complete the following section and discuss the assessment with your DPO if needed.

#### 3.1. Is the processing activity included in the EDPS’ positive list as mentioned below?

*(Note: the letters in brackets refer to the criteria in the threshold assessment (point 3.3 below) the processing activity is likely to trigger.)*

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>a)</td>
<td><strong>Exclusion</strong> databases (<strong>b, d, i</strong>);</td>
</tr>
<tr>
<td>b)</td>
<td><strong>Large-scale</strong> processing of <strong>special categories</strong> of personal data (such as disease surveillance, pharmacovigilance, central databases for law-enforcement cooperation) (<strong>a, d, e, h</strong>);</td>
</tr>
<tr>
<td>c)</td>
<td><strong>Internet traffic</strong> analysis breaking encryption (<strong>a, c, h</strong>).</td>
</tr>
</tbody>
</table>

=> If you answered YES to at least one of the above, you **DO NOT need to fill-in point 3.3 below**, but you should **proceed directly with the Data Protection Impact Assessment (DPIA)**.

#### 3.2. Is the processing activity included in the EDPS’ negative list as mentioned below?

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>a)</td>
<td>Management of <strong>personal files</strong> as such15;</td>
</tr>
<tr>
<td>b)</td>
<td><strong>Standard staff evaluation</strong> procedures (annual appraisal);</td>
</tr>
<tr>
<td>c)</td>
<td><strong>360°</strong> evaluations for helping staff members develop training plans;</td>
</tr>
<tr>
<td>d)</td>
<td><strong>Standard staff selection</strong> procedures;</td>
</tr>
<tr>
<td>e)</td>
<td><strong>Establishment of rights</strong> upon entry into service;</td>
</tr>
<tr>
<td>f)</td>
<td>Management of <strong>leave, flexitime and teleworking</strong>;</td>
</tr>
<tr>
<td>g)</td>
<td><strong>Standard access control</strong> systems (non-biometric);</td>
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<tr>
<td>h)</td>
<td><strong>Standard CCTV</strong> on a <strong>limited scale</strong> (no facial recognition, coverage limited to entry/exit points, only on-premises, not in publicly accessible space).</td>
</tr>
</tbody>
</table>

15 Some procedures resulting in adding information to the personal file may require DPIAs, but not the repository of personal files as such.
The above is an indicative list of processing activity only, prima facie not requiring a DPIA.

=> If you answered YES to at least one of the above, you MAY NOT NEED to proceed with the DPIA but you should still proceed the threshold assessment below in point 3.3 below.

<table>
<thead>
<tr>
<th>3.3 Threshold Assessment</th>
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</thead>
<tbody>
<tr>
<td>Does the processing involve any of the following?</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>a) <strong>Systematic and extensive evaluation</strong> of personal aspects or scoring, including profiling and predicting</td>
</tr>
<tr>
<td>Not applicable</td>
</tr>
<tr>
<td>b) <strong>Automated-decision making</strong> with legal or similar significant effect: processing that aims at taking decisions on data subjects</td>
</tr>
<tr>
<td>Not applicable</td>
</tr>
<tr>
<td>c) <strong>Systematic monitoring</strong>: processing used to observe, monitor or control data subjects, especially in publicly accessible spaces</td>
</tr>
<tr>
<td>Not applicable</td>
</tr>
<tr>
<td>d) <strong>Sensitive data</strong>: data revealing ethnic or racial origin, political opinions, religious or philosophical beliefs, trade-union membership, genetic data, biometric data for identification purposes, data concerning health or sex life or sexual orientation, criminal convictions or offences and related security measures or otherwise considered sensitive.</td>
</tr>
<tr>
<td>Sensitive data revealing i.e. ethnical or racial origin, health data or similar eg contained in photos or CV may be processed but will be disregarded if not relevant to the purposes outline above.</td>
</tr>
<tr>
<td>e) <strong>Data processed on a large scale</strong>, whether based on number of people concerned and/or amount of data processed about each of them and/or permanence and/or geographical coverage</td>
</tr>
<tr>
<td>An important number of EIC applications and subsequent grants/contracts are expected, several thousands.</td>
</tr>
<tr>
<td>f) <strong>Datasets matched or combined from different data processing activities</strong> performed for different purposes and/or by different data controllers in a way that would exceed the reasonable expectations of the data subject</td>
</tr>
<tr>
<td>Different datasets from public and EU data bases may be combined for the selection () of EIC applications and subsequent management of grants/contracts, this is however clearly indicated in the DPN.</td>
</tr>
<tr>
<td>g) <strong>Data concerning vulnerable data subjects</strong>: situations where an imbalance in the relationship between the position of the data subject and the controller can be identified</td>
</tr>
<tr>
<td>Not applicable</td>
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</table>

**TOTAL (Number of “Yes”):** 2

### 3.4 Conclusion: Do you consider that a DPIA is required?

Although a high number of EIC applications is expected which may contain some sensitive personal data which may be combined with personal data from other public and EU data bases and Artificial Intelligence may support the quality of the applications however the final decision will always taken by a natural person. The technical and organisational safeguards in place seem to limit the risk to the rights and freedoms of data subjects.

A DPIA does not seem to be required at this stage. However a joint controllership agreement between EISMEA and the EIC Fund should be elaborated without undue delay.

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**NO**

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* ***
4. LINKED DOCUMENTATION
for the processing activity of EIC IT Platform – Submission and Selection of applications to the EIC Accelerator
(internal use only – not to be published)

4.1. Link to Data Protection Notice

=> DPN is annexed.

4.2. Link to DPIA (if applicable): not applicable

4.3. Link to information security measures

4.4. Other linked documentation
- Agreement with Innovation Loop (Contractor) and EIC Fund to provide IT solution for the submission, evaluation, selection, negotiation and management of EIC projects/contracts.
- Joint Controllership Agreement

5. FOR DPO (internal use only – not to be published)

5.1. General Comments: Joint Controllership Agreement with EIC Fund and Innoloop and other processors or other potential controllers to be elaborated; absence of transfers outside EU/EEA without consent to be confirmed; clear implications of use of AI to be monitored.

5.2. Advice on DPIA (if applicable): need for DPIA to be re-assessed after full EIC application cycle.