

## **Specific Privacy Statement**

### **Survey of stakeholders of the agencies under the remit of DG EMPL: Eurofound, Cedefop and EU-OSHA**

#### **1. Objective**

This survey is a part of data collection process for the ongoing Evaluation of the EU Agencies under the remit of DG EMPL: Eurofound, Cedefop, EU-OSHA and ETF. The objective of this *survey* is to provide a representative picture of the opinions of stakeholders of three agencies under the remit of DG EMPL: Eurofound, Cedefop, EU-OSHA. The *survey* will collect evidence on the main questions of the ongoing evaluation project.

The generalised results from the analysis of anonymous replies may be potentially published on the Internet, under the responsibility of the Head of the Unit “EMPL.G4: Evaluation and Impact Assessment”, Directorate-General Employment, Social Affairs and Equal Opportunities, acting as the Controller.

As this online service collects and further processes 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.

#### **2. What personal information do we collect and through which technical means?**

##### ***Personal data and their purpose***

The personal data collected and processed before the launch of the *survey* includes name/surname, an e-mail address and, in many cases, a type of an organisation.

The stakeholders are contacted via this *survey* to provide their views and opinions about the performance of the three agencies. Slightly different questionnaires have been developed for each agency: Eurofound, Cedefop and EU-OSHA.

The *survey* aims to gather the opinions of a representative sample of different types of stakeholders at EU and national levels, including 1) EU and national level policy and decision-makers; 2) civil society organisations, primarily social partners; and 3) other relevant stakeholders regularly using the outputs of the Agencies, such as information relays and media, academic community, international organisations, professional organisations and general public.

More specifically, the *survey* will aim to collect the responses on the surveyed persons' level of involvement with the evaluated agencies; assessment of the main outputs and overall performance of the agencies, including aspects such as effectiveness, relevance and value-added; perceptions about duplications,

complementarities and synergies between the evaluated agencies, and between the agencies and other organisations; and suggestions for future improvements in the agencies.

The processing operations on personal data linked to the organisation and management of this *survey* are necessary for the management and functioning of the Commission, as mandated by the Treaties, and more specifically articles 5, 7 and 211 - 219 of the EC Treaty.

### ***Technical information***

Your reply and personal data will be collected through e-mail and Internet browser. This *survey* is launched and administered by [Public Policy and Management Institute \(PPMI\)](#) (= the processor).

Respondents are invited to take the *survey* with direct email invitations. The list of respondents was compiled through (1) searching for contact details of relevant persons in the openly accessible sources (such as websites of evaluated agencies); (2) employing agencies' mailing lists, provided by the relevant staff of the evaluated agencies to the survey processor.

All *survey* questionnaires are available in English. The aggregated results of the surveys will be later presented in detailed information notes as Annexes to the Report of Evaluation of the EU Agencies under the remit of DG EMPL: Eurofound, Cedefop, EU-OSHA and ETF, as well as analysed in the report itself.

All responses to the *survey* questions and personal data will be collected using an online survey tool SurveyGizmo. This tool allows the subscribed organisations to create their own surveys and collect data from respondents. The system is 100% web based and completely secure. All *survey* responses collected using SurveyGizmo are sent over secured and encrypted SSL (Secure Sockets Layer), ensuring the same level of security as online banks.

The servers, on which SurveyGizmo EU branch operates, are based in Frankfurt, Germany. All the collected data will be stored there at the data centre, and will not be transferred to any other locations. Any personal information and data collected, used and disclosed in the course of using SurveyGizmo will be treated in the manner set out in the [Privacy Statement](#) of SurveyGizmo.

By proceeding with the *survey*, you accept this Privacy Policy and express:

- your consent to the collection, use, disclosure and processing of your personal data in the manner described in the Privacy Policy, including the procedures relating to cookies, IP addresses and log files;
- your consent to sharing your personal data with relevant persons working for service providers who assist SurveyGizmo in provision of their services;
- if you have enabled cookies on your web browser, you consent that cookies will be used as described in the Privacy Policy.

The Statistical Package for Social Sciences (SPSS), Stata, R and Excel software will be employed to analyse and visualise the collected data. Analysis will be carried out by PPMI.

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

The access to all personal data as well as all information collected in the context of this *survey* is only granted through UserId/Password to a defined population of users, without prejudice to a possible transmission to the bodies in charge of a monitoring or inspection task in accordance with Community legislation. These users are exceptionally the evaluation team members. No personal data is transmitted to parties that are outside the recipients and the legal framework mentioned.

### **4. How do we protect and safeguard your information?**

The collected personal data and all information related to the above-mentioned *survey* is stored on a server of the survey processor, who guarantees the data protection and confidentiality required by the Regulation (EC) 45/2001.

### **5. How long do we keep your data?**

Your personal data will be erased from the processor's server and the servers of the online survey tool as soon as the *survey* is closed, and the collected data is extracted for analysis.

### **6. Contact Information**

In case you wish to verify, which personal data is stored on your behalf by the processor, have it modified, corrected, or deleted, or if you have questions regarding the *survey*, or concerning any information processed in the context of the *survey*, or on your rights, feel free to contact the survey processor's team operating under the responsibility of the Controller, using the following contact information:

#### **Public Policy and Management Institute ([PPMI](#))**

Gedimino ave. 50, LT-01110 Vilnius, Lithuania

E-mail: [vaida@ppmi.lt](mailto:vaida@ppmi.lt)

Further to the above you can contact:

DG EMPL.G4 unit: Evaluation and Impact Assessment

Email: [Amparo.ROCA-ZAMORA@ec.europa.eu](mailto:Amparo.ROCA-ZAMORA@ec.europa.eu)

### **7. Appeal**

Complaints, in case of conflict, can be addressed to the European Data Protection Supervisor. Please contact the European Commission Data Protection Officer: [data-protection-officer@ec.europa.eu](mailto:data-protection-officer@ec.europa.eu)