



PRIVACY NOTICE ON PERSONAL DATA PROTECTION
Regarding Processing Personal Data During Procurement and Grant Procedures

The objective of this Notice is to inform you about the collection and processing of your personal data in line with the applicable Data Protection Regulation 2018/1725¹

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**1. Why does F4E process my personal data?
Whose data is processed?**

The personal data are collected and processed with the purpose of evaluating the eligibility of economic operators to participate in the procurement/grant procedure in accordance with exclusion and selection criteria, and/or to evaluate the content of tenders/proposals submitted during the procurement/grant procedure against the award criteria with the view to award the contract/grant agreement. This personal data processing starts with the submission of a tender/proposal/application and ends with the signature of a contract/grant agreement.

The personal data processed concerns personal data of natural persons associated with the candidate/tenderer/applicant entities (including their staff and subcontractors), whose details are submitted in tender/proposal and related documents in view of participating in procurement/grant procedures

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The processing of personal data as part of contract/grant implementation is covered by a separate privacy notice ([F4E_D_2GBPFE](#)). Some processing may also be necessary in preparation of the assessment of Contract claims/disputes, in order to prepare F4E's position with respect to the potential claim/dispute. Two separate privacy notices ([F4E_D_2BMVNL](#) & [F4E_D_29XM5Y](#)) covers data processing during the claim/dispute process.

In order to prepare and execute budgetary and legal commitments, personal data is further processed through the Acrual Based Accounting System (ABAC) which is a system ran by DG Budget. F4E and DG Budget act as joint-controllers and any requests should first be directed at F4E. The Privacy Notice held by DG Budget can be found [here](#). Where tenders/application are submitted through EU-Supply, Personal Data processed through the EU-Supply application (Called "CTM") is

¹ Regulation 2018/1725 of 23 October 2018 "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". O.J 21.11.2018, L295/39. This Privacy Notice is in line with Article 14 and 15 of this Regulation (Principle of Transparency).

moreover covered by the privacy policy held by the EU Supply PLC group ([EU Supply Privacy Notice](#)). Negotiation meetings may be recorded and transcribed using the Copilot software tool, cover by [Privacy Notice Copilot \(3DGVM\)](#).

Furthermore, in the context of the contract award, and in line with F4E's [Financial Regulation](#) (art.31) information on recipients of funds financed from the budget of F4E shall be published having due regard for the requirements of confidentiality and security, in particular the protection of personal data: the name of the recipient; the locality of the recipient; the amount legally committed and the nature and purpose of the measure. The name of the recipient can be Personal Data in the case of legal persons whose name identifies one or more natural persons. Depending on the instrument and the thresholds from [Directive 2014/24/EU](#), as referred to in [Regulation \(EU, Euratom\) 2024/2509 of the European Parliament and of the Council of 23 September 2024 on the financial rules applicable to the general budget of the Union \(recast\)](#) the aforementioned data will be published in the Official Journal of the European Union and/or on F4E's publicly accessible Industry Portal. Where personal data are published, this personal data shall be removed two years after the end of the financial year in which the funds were awarded.

2. [What is the justification for the processing?](#)

Processing of your data is necessary for the performance of F4E tasks on the basis of the F4E founding instrument or other legal instrument adopted on the basis thereof or for compliance with a specific legal obligation F4E is subject to.

It is based on:

- Council Decision No 2007/198 (Euratom) of 27 March 2007 "establishing the European Joint Undertaking for ITER and the Development of Fusion Energy and conferring advantages upon it", 2007/198/Euratom, as last amended by Council Decision of 22 February 2021 (2021/281 Euratom), O.J. L 62, 23.02.2021, p.8, in particular Article 6 thereof,

- Fusion for Energy Statutes annexed to the Council Decision No 198/2007 (Euratom) of 27 March 2007 "establishing the European Joint Undertaking for ITER and the Development of Fusion Energy and conferring advantages upon it", as last amended on 22 February 2021, in particular Article 10 thereof;

- Commission Delegated regulation (EU) 2019/715) of 18 December 2018 on the framework financial regulation for the bodies set up under the TFEU and Euratom Treaty and referred to in Article 70 of Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council;

- [Financial Regulation of Fusion for Energy, adopted by the Fusion for Energy Governing Board on 10 December 2019](#);

Regulation (EU, Euratom) No 2018/1046 of European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012, in particular Articles 167, 196 and 237 thereof;

3. [Which data is F4E processing?](#)

a) General personal data:

The following data categories may be processed within procurement/grant award procedures at F4E:

- Name, date of birth, gender, nationality, function, contact details (company and department), postal address, country of residence, business telephone number, mobile telephone number, fax
- Number, e-mail address, and internet address and signature;
- Certificates for social security contributions and taxes paid;
- Extracts from judicial records;
- Bank account references (account number, name of the account holder, address of the bank, IBAN and BIC codes);
- Passport/ID number; VAT number; membership in a trade or professional organisation;
- Professional and education information: CV's – work experience/employment history, education, training and academic background, personal skills and competences (language, technical skills);
- Declaration of honour that the tenderer/applicant is not in one of the exclusion situation referred to Article 138 of the F4E Financial Regulation.
- Other personal data contained in the tender/application (credentials).

b) Sensitive personal data:

Judicial records may be processed within procurement/grant award procedures at F4E.

For their processing under Art. 10 EUDPR 2018/1725, the safeguards used are:

Appropriate safeguards ensure:

- Strict access control (only authorized personnel),
- Purpose limitation (data used only for specified legal purposes),
- Data minimization (only necessary data is processed),
- Security measures (technical and organizational),
- Transparency and accountability (record of processing, impact assessments).

Technical security measures include:

- Access Control Systems: Role-based access ensures only authorized personnel can view or modify sensitive data.
- Secure Servers and Backups: Data is stored in secure EU-based data centers with backup systems to ensure availability.
- Threat Detection Tools: Antivirus, antimalware, and intrusion detection systems monitor for suspicious activity.
- Multi-factor Authentication (MFA): Used to verify user identity before granting access to sensitive systems.

Organizational security measures include:

- Strict Access Protocols: Access to judicial records is granted only on a “need-to-know” basis.
- Staff Confidentiality Commitments: Personnel authorized to process sensitive data must sign confidentiality agreements or be bound by statutory obligations.
- Training and Awareness: Regular training sessions ensure staff understand data protection responsibilities and risks.
- Incident Response Plans: Procedures are in place to detect, report, and respond to data breaches or security incidents.

4. To whom are my data disclosed?

Data is strictly limited to authorized personnel involved in the procurement or grant process, including:

- F4E Staff from the operational, procurement, financial and/or legal groups participating in the management of the selection of candidates/contractors/beneficiaries
- External experts and contractors participating in the evaluation of tenders/applications when external expertise is required;
- The relevant authorizing officer;
- The Members and Chair of the F4E Procurement and Contract Committee, approving the award of contracts and grants above certain thresholds;
- AMC and Bureau, i.e. members of the decision-preparatory bodies of the Governing Board; Members and chair of the Governing Board, consisting of representatives from all the members of F4E who are responsible for taking a number of important decisions and supervising its activities, including approval of the award of the contracts and grants;
- F4E IT staff, only when requested to provide technical support;

- For all Personal Data further processed through ABAC:

- o All F4E staff on the financial circuit have access to the data on ABAC. The extent of this access depends on the access rights which are set on a strict need to know basis. A list of specific access rights can be obtained by contacting F4E Local Authorization Manager (LAM) by addressing

PCSCF-Department-Controller@f4e.europa.eu

- o On the side of DG Budget the relevant recipients are described in DG Budget's Privacy Notice.

Also, if appropriate and necessary for monitoring or inspection tasks, access may be given to: e.g. F4E Director, Head of Administration, F4E Data Protection Officer and Anti-Fraud & Ethics Officer, Head or responsible officer of the Legal Service Unit, IAC, IDOC.

5. How long does F4E store my data?

Documents related to the procurement and grant processes which may contain personal data of Contractor's and third party organization's employees shall be stored for no more than 7 (seven) years after payment of the final instalment of the Contract. Personal Data provided as part of tenders that are subsequently rejected shall be stored for no more than 5 (five) years after the tender has been rejected.

In accordance with the [record](#) held by DG Budget, Personal Data further processed through ABAC might be retained by DG Budget for up to ten (10) years after the last transaction.

Where personal data are published in the Official Journal of the European Union and/or on F4E's publicly accessible Industry Portal as described in section 1, this personal data shall be removed two years after the end of the financial year in which the funds were awarded. Documents may be retained until the end of a possible audit or Court Proceeding if one started before the end of the above period.

The data retention obligations for IO are aligned with F4E's.

6. Does F4E intend to transfer my data to third countries or International Organizations?

Where you wish to exercise your rights in the context of one or several specific processing operations or files, please provide their description and reference(s) in your request.

Exceptions based on Article 25 of Regulation 2018/1725 may apply [See Governing Board Decision of 9 December 2019: O.J., 10.02.2020, L 37/18]. In that case, the data subject shall be informed of the principal reasons for applying such restrictions.

Staff of the ITER International Organization (IO) may be involved in F4E's Procurement activities and therefore could exceptionally be involved in the processing of personal data during the implementation of F4E's Contracts.

F4E is the Euratom's Domestic Agency for ITER and therefore operates within the scope of the international treaty regulating the ITER Project.

IO Staff of the ITER International Organization (IO) may be involved in F4E's procurement and grant process.

Namely, data may be transferred to ITER staff during the evaluation process of tenders/applications: F4E acts as an independent controller; IO staff members may be appointed as experts in which case they may have access to personal data of tenderers; no personal data of tenderers are otherwise shared with the IO as an organization. Only in the case of a joint procurement both F4E and IO may be joint controllers if both organizations conduct the procurement procedure in an integrated procurement team.

In such cases, IO Data Protection Policy shall cover the personal data:

Reference: [F4E_D_2SFNUQ-F4E - ITER IO Data Protection](#)

7. What are my rights in relation to my data and how can I exercise them?

You have the right to access your personal data, to correct any inaccurate or incomplete data, to request restriction or erasure, or to object to the processing, pursuant to Articles 14(3) and 17-23 of Regulation 2018/1725.

Any request to exercise one of those rights should be directed to the Controller, Project Control, Supply Chain and Finance Department:

PCSCF-Department-Controller@f4e.europa.eu

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8. Contact details of the Data Protection Officer

You may contact the Data Protection Officer (DPO) of F4E (DataProtectionOfficer@f4e.europa.eu) with regard to issues related to the processing of your personal data under Regulation 2018/1725.

Fusion for Energy
C/ Josep Pla, n° 2,
Torres Diagonal Litoral, B3 08019 Barcelona.
Spain.

9. Right of recourse

You have the right of recourse to the European Data Protection Supervisor (edps@edps.europa.eu), if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data by F4E.

December 2025.