

## PRIVACY POLICY

Privacy policy and use of personal data according to § 13 Telemediengesetz (TMG) and pursuant to the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation)

Regulation: <https://bit.ly/2s7bupy>

European Commission - 2018 reform of EU data protection rules: <https://bit.ly/2Fa05KI>

Thank you for visiting our website and for your interest in our information.

The ERA-NET Bioenergy secretariat at the Agency for Renewable Resources (FNR) is in charge of the communication and dissemination activities within ERA-NET Bioenergy and will be the controller of any personal data processed as described in this Privacy Policy.

The FNR takes the protection of personal data very seriously. We want you to know when we collect which data and how we use it. We have taken technical and organisational measures to ensure that the regulations on data protection are observed both by us and by the external service providers we use.

Below we explain what information we collect during your visit to our website and how it is used.

### **Name and address of the person responsible**

The responsible party within the meaning of the General Data Protection Regulation and other national data protection laws of the Member States as well as other data protection regulations is:

Fachagentur Nachwachsende Rohstoffe e.V.  
Hofplatz 1  
18276 Gülzow-Prüzen  
Germany  
Tel.: +49 (0)3843/6930-0  
e-mail: [Info@fnr.de](mailto:Info@fnr.de)  
Website: [www.fnr.de](http://www.fnr.de) and subportals

### **Name and address of the data protection officer and of the data protection supervisor**

You can reach our data protection officer at

Email [datenschutz@fnr.de](mailto:datenschutz@fnr.de)  
telephone number +49 (0)3843/6930-107.

The data protection supervisory authority responsible for us is:

The Federal Commissioner for Data Protection and Freedom of Information.  
Husarenstr. 30  
53117 Bonn  
Telephone: +49 (0)228 997799-0  
Fax: +49 (0)228 997799-5550  
<https://www.bfdi.bund.de>

## GENERAL INFORMATION ON DATA PROCESSING

### *Scope of the processing of personal data*

ERA-NET Bioenergy only uses your data for processing the particular activity for which you supplied your details. As a matter of principle, we process personal data of our users only insofar as this is necessary for the provision of a functional website as well as our contents and services. The processing of personal data of our users is regularly only carried out with the consent of the user. An exception applies in those cases in which it is not possible to obtain prior consent for actual reasons and the processing of the data is permitted by legal regulations.

### *Legal basis for the processing of personal data*

Insofar as we obtain the consent of the data subject for processing operations of personal data, Article 6 (1) lit. a of the EU General Data Protection Regulation (DSGVO) serves as the legal basis.

When processing personal data that is necessary for the performance of a contract to which the data subject is a party, Art. 6 (1) (b) DSGVO serves as the legal basis. This also applies to processing operations that are necessary for the performance of pre-contractual measures.

Insofar as processing of personal data is necessary for compliance with a legal obligation to which our company is subject, Art. 6 (1) c DSGVO serves as the legal basis.

In the event that vital interests of the data subject or another natural person make the processing of personal data necessary, Art. 6 (1) (d) DSGVO serves as the legal basis.

If the processing is necessary to protect a legitimate interest of our company or a third party and the interests, fundamental rights and freedoms of the data subject do not outweigh the first-mentioned interest, Art. 6 (1) lit. f DSGVO serves as the legal basis for the processing.

### *Data deletion and storage period*

ERA-NET Bioenergy will store the personal data for the shortest time compatible with each specific use. The personal data of the data subject will be deleted or blocked as soon as the purpose of storage ceases to apply. Storage may also take place if this has been provided for by the European or national legislator in Union regulations, laws or other provisions to which the controller is subject. Data will also be blocked or deleted if a storage period prescribed by the aforementioned standards expires, unless there is a need to continue storing the data for the conclusion or performance of a contract.

**Please note: at all times you may revoke your consent to the use of your personal data. To this end, please send an e-mail to [eranetbioenergy@fnr.de](mailto:eranetbioenergy@fnr.de).**

### **FACTS RELEVANT TO DATA PROTECTION**

#### **Provision of the website and creation of log files**

##### *a) Description and scope of data processing*

Each time our website is accessed, our system automatically collects data and information from the computer system of the accessing computer.

The following data is collected:

- Information about the browser type and the version used.
- The user's operating system
- The user's internet service provider
- The IP address of the user

- Date and time of access
- Websites from which the user's system accesses our website
- Websites that are accessed by the user's system via our website.

The log files contain IP addresses or other data that enable an assignment to a user. This could be the case, for example, if the link to the website from which the user arrives at the website or the link to the website to which the user goes contains personal data.

This data is also stored in the log files of our system. This data is not stored together with other personal data of the user.

#### *b) Legal basis for data processing*

The legal basis for the temporary storage of the data and the log files is Art. 6 para. 1 lit. f DSGVO.

#### *c) Purpose of the data processing*

The temporary storage of the IP address by the system is necessary to enable delivery of the website to the user's computer. For this purpose, the user's IP address must remain stored for the duration of the session.

The storage in log files is done to ensure the functionality of the website. In addition, we use the data to optimise the website and to ensure the security of our information technology systems. An evaluation of the data for marketing purposes does not take place in this context.

ERA-NET Bioenergy may analyse data solely for statistical purposes in order to measure the demand for web content. It is not possible to trace this data back to a specific individual. This data is not merged with other data sources.

These purposes are also our legitimate interest in data processing according to Art. 6 Para. 1 lit. f DSGVO.

#### *d) Duration of storage*

The data is deleted as soon as it is no longer required to achieve the purpose for which it was collected. In the case of the collection of data for the provision of the website, this is the case when the respective session has ended.

In the case of storage of data in log files, this is the case after seven days at the latest. Storage beyond this period is possible. In this case, the IP addresses of the users are deleted or alienated so that an assignment of the calling client is no longer possible.

#### *e) Possibility of objection and removal*

The collection of data for the provision of the website and the storage of the data in log files is necessary for the operation of the website. Consequently, there is no possibility for the user to object.

### **Use of cookies**

#### *a) Description and scope of data processing*

A cookie is a small file, which asks permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyse web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences. Only technically necessary cookies are used on our websites, which are deleted after the browser is closed (session cookies).

We use cookies to make our website more user-friendly. Some elements of our website require that the calling browser can be identified even after a page change.

The following data is stored and transmitted in the cookies:

- (1) language settings
- (2) Items in a shopping cart
- (3) Log-in information

The following data can be transmitted in this way:

- (1) Search terms entered
- (2) Frequency of page views
- (3) Use of website functions

The data is not stored together with other personal data of the users.

*b) Legal basis for data processing*

The legal basis for the processing of personal data using technically necessary cookies is Art. 6 para. 1 lit. f DSGVO.

The legal basis for the processing of personal data using cookies for analysis purposes is Art. 6 para. 1 lit. a DSGVO if the user has given his consent in this regard.

*c) Purpose of the data processing*

The purpose of using technically necessary cookies is to simplify the use of websites for users. Some functions of our website cannot be offered without the use of cookies. For these, it is necessary that the browser is recognised even after a page change.

We require cookies for the following applications:

- (1) Shopping cart
- (2) Acceptance of language settings
- (3) Remembering search terms

The user data collected through technically necessary cookies are not used to create user profiles.

The analysis tool we use, Piwik (Matomo), determines user behaviour via clicks. We use this data for the purpose of continuously optimising our websites.

These purposes are also our legitimate interest in processing the personal data in accordance with Art. 6 Para. 1 lit. f DSGVO.

*d) Duration of storage, possibility of objection and removal*

Cookies are stored on the user's computer and transmitted to our site by the user. Therefore, you as a user also have full control over the use of cookies. You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. By changing the settings in your internet browser, you can deactivate or restrict the transmission of cookies. This may prevent you from taking full advantage of the website.

Cookies that have already been stored can be deleted at any time. This can also be done automatically.

## **Newsletter**

### *a) Description and scope of data processing*

If you subscribe to the ERA-NET Bioenergy newsletter mailing list we will store your name, company, country and email address on a cloud environment and/or on a protected client computer at FNR. In addition, date and time of registration is collected during registration.

For the processing of the data, your consent is obtained during the registration process and reference is made to this data protection declaration.

We will not forward your personal data to any third parties. The data is used exclusively for sending the newsletter.

### *b) Legal basis for data processing*

The legal basis for the processing of the data after registration for the newsletter by the user is Art. 6 para. 1 lit. a DSGVO if the user has given his consent.

### *c) Purpose of the data processing*

We will use your email address for the sole purpose to send the ERA-NET Bioenergy newsletter once per year and possibly other ERA-NET Bioenergy related news (such as invitations to ERA-NET Bioenergy conferences) not more than twice per year.

The collection of other personal data during the registration process serves to prevent misuse of the services or the e-mail address used.

### *d) Duration of storage*

The data is deleted as soon as it is no longer required to achieve the purpose for which it was collected. The user's e-mail address is therefore stored for as long as the subscription to the newsletter is active.

### *e) Possibility of objection and removal*

The subscription to the newsletter can be cancelled by the user concerned at any time. For this purpose, a corresponding link can be found in each newsletter.

## **Data for event registration**

### *a) Description and scope of data processing*

If you submit personal data to us via a website to register for an ERA-NET Bioenergy event this data will be entered into an online input mask and stored by us. The data will be treated as confidential and will only be shared with our partners involved in the organisation and for the sole purpose of the event.

. The data is not passed on to third parties. The following data is collected during the registration process: Salutation, First name, Surname, Company, Country, E-mail

Date and time of registration will also be stored at the time of registration.

As part of the registration process, consent is obtained from the user to process this data.

### *b) Legal basis for data processing*

If the user has given his consent, the legal basis for processing the data is Art. 6 para. 1 lit. a DSGVO.

### *c) Purpose of data processing*

.

Registration usually serves the purpose of registering for events organised by the FNR.

*d) Duration of storage*

The data is deleted as soon as it is no longer required to achieve the purpose for which it was collected.

*e) Possibility of objection and removal*

As a user, you have the option of cancelling your registration at any time. You can have the data stored about you changed at any time.

To do so, simply send an e-mail to [eranetbioenergy@fnr.de](mailto:eranetbioenergy@fnr.de).

### **Other sources of data**

*Queries to ERA-NET Bioenergy*

When you send us personal data in this context they will be used solely for correspondence purposes. You consent to forwarding your personal data within ERA-NET Bioenergy to facilitate an appropriate response.

*Data of funded projects*

Individual/organizational profiles, project data and consortium data collected from projects funded via ERA-NET Bioenergy may be publicly available/visible (e.g. on the website or in project fact sheets) if you have previously agreed to this. The data may also be used for administrative issues and will be saved securely for 10 years.

*ERA-NET Bioenergy surveys*

Your personal data, provided in surveys organized by ERA-NET Bioenergy, will only be shared with our partners involved in the organisation and used for the sole purpose of the survey. ERA-NET Bioenergy may use from time to time external survey software tools.

### **Web analysis by Matomo (formerly PIWIK)**

*a) Scope of the processing of personal data*

We use the open source software tool Matomo (formerly PIWIK) on our website to analyse the surfing behaviour of our users. If individual pages of our website are called up, the following data is stored:

- Two bytes of the IP address of the user's calling system.
- The website called up
- The website from which the user accessed the accessed website (referrer)
- The sub-pages accessed from the accessed website
- The time spent on the website
- The frequency with which the website is accessed

The software runs exclusively on the servers of our website. Personal data of the users is only stored there. The data is not passed on to third parties.

The software is set in such a way that the IP addresses are not stored completely, but 2 bytes of the IP address are masked (e.g.: 192.168.xxx.xxx). In this way, it is no longer possible to assign the shortened IP address to the calling computer.

*b) Legal basis for the processing of personal data*

The legal basis for the processing of users' personal data is Art. 6 para. 1 lit. f DSGVO.

*c) Purpose of the data processing*

The processing of the users' personal data enables us to analyse the surfing behaviour of our users. By evaluating the data obtained, we are able to compile information on the use of the individual components of our website. This helps us to continuously improve our website and its user-friendliness. These purposes are also our legitimate interest in processing the data in accordance with Art. 6 Para. 1 lit. f DSGVO. By anonymising the IP address, the interest of users in the protection of their personal data is adequately taken into account.

*d) Duration of storage*

The data is deleted as soon as it is no longer required for our recording purposes. In our case, this is the case after 5 years.

*e) Possibility of objection and removal*

As the data is anonymised, it is not possible to track personal data. Therefore, an objection and removal option is not necessary.

## **RIGHTS OF THE DATA SUBJECT**

**If personal data of yours is processed, you are a data subject within the meaning of the GDPR and you are entitled to the following rights vis-à-vis the controller:**

### **Right of access to personal data relating to you**

If you would like a copy of the information held on you, please write to [eranetbioenergy@fnr.de](mailto:eranetbioenergy@fnr.de) at the ERA-NET Bioenergy Secretariat.

At any time, you have the right to obtain information on the data stored about you. You may request confirmation from the controller as to whether personal data concerning you is being processed by us.

If there is such processing, you may request information from the controller about the following:

- (1) the purposes for which the personal data are processed;
- (2) the categories of personal data which are processed;
- (3) the recipients or categories of recipients to whom the personal data concerning you have been or will be disclosed;
- (4) the envisaged duration of the storage of the personal data concerning you or, if specific information on this is not possible, criteria for determining the storage period;
- (5) the existence of a right to obtain the rectification or erasure of personal data concerning you, a right to obtain the restriction of processing by the controller or a right to object to such processing;
- (6) the existence of a right of appeal to a supervisory authority;
- (7) any available information on the origin of the data, if the personal data are not collected from the data subject;
- (8) the existence of automated decision-making, including profiling, pursuant to Article 22(1) and (4) of the GDPR and, at least in these cases, meaningful information about the logic involved and the scope and intended effects of such processing for the data subject.

You have the right to request information on whether personal data concerning you are transferred to a third country or to an international organisation. In this context, you may request to be informed about the appropriate safeguards pursuant to Article 46 of the GDPR in connection with the transfer.

This right of access may be limited to the extent that it is likely to render impossible or seriously impede the achievement of the research or statistical purposes and the limitation is necessary for the fulfilment of the research or statistical purposes.

#### **Right to rectification (correct any mistakes in your personal data)**

If you believe that any information we are holding on you is incorrect or incomplete, please email us as soon as possible, at the address [eranetbioenergy@fnr.de](mailto:eranetbioenergy@fnr.de). We will promptly correct any information found to be incorrect.

Your right to rectification may be limited to the extent that it is likely to make impossible or seriously prejudice the achievement of the research or statistical purposes and the limitation is necessary for the fulfilment of the research or statistical purposes.

#### **Right to restrict or prevent your personal data being processed**

You may request the restriction of the processing of personal data relating to you under the following conditions:

- (1) if you contest the accuracy of the personal data concerning you for a period enabling the controller to verify the accuracy of the personal data;
- (2) the processing is unlawful and you object to the erasure of the personal data and request instead the restriction of the use of the personal data;
- (3) the controller no longer needs the personal data for the purposes of the processing but you need it for the establishment, exercise or defence of legal claims; or
- (4) if you have objected to the processing pursuant to Article 21(1) DSGVO and it is not yet clear whether the controller's legitimate grounds override your grounds.

Where the processing of personal data relating to you has been restricted, such data may only be processed - apart from being stored - with your consent or for the establishment, exercise or defence of legal claims or for the protection of the rights of another natural or legal person or for reasons of substantial public interest of the Union or a Member State.

If the restriction of processing has been restricted in accordance with the above conditions, you will be informed by the controller before the restriction is lifted.

In the case of data processing for scientific, historical or statistical research purposes:

Your right to restriction of processing may be limited to the extent that it is likely to render impossible or seriously impede the achievement of the research or statistical purposes and the restriction is necessary for the fulfilment of the research or statistical purposes.

#### **Right to erasure**

##### *a) Obligation to erase*

You may request the controller to erase the personal data concerning you without undue delay and the controller is obliged to erase such data without undue delay if one of the following reasons applies:

- (1) The personal data concerning you are no longer necessary for the purposes for which they were collected or otherwise processed.
- (2) You withdraw your consent on which the processing was based pursuant to Art. 6 (1) a or Art. 9 (2) a DSGVO and there is no other legal basis for the processing.



(3) You object to the processing pursuant to Article 21(1) of the GDPR and there are no overriding legitimate grounds for the processing, or you object to the processing pursuant to Article 21(2) of the GDPR.

(4) The personal data concerning you have been processed unlawfully.

(5) The erasure of the personal data concerning you is necessary for compliance with a legal obligation under Union or Member State law to which the controller is subject.

(6) The personal data concerning you has been collected in relation to information society services offered pursuant to Article 8(1) of the GDPR.

#### *b) Information to third parties*

If the controller has made the personal data concerning you public and is obliged to erase it pursuant to Article 17(1) of the GDPR, it shall take reasonable steps, including technical measures, having regard to the available technology and the cost of implementation, to inform data controllers that process the personal data that you, as the data subject, have requested them to erase all links to, or copies or replications of, that personal data.

#### *c) Exceptions*

The right to erasure does not apply insofar as the processing is necessary for

(1) for the exercise of the right to freedom of expression and information;

(2) for compliance with a legal obligation which requires processing under Union or Member State law to which the controller is subject, or for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller;

(3) for reasons of public interest in the area of public health pursuant to Article 9(2)(h) and (i) and Article 9(3) of the GDPR;

(4) for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes pursuant to Article 89(1) of the GDPR, insofar as the right referred to in section (a) is likely to render impossible or seriously prejudice the achievement of the purposes of such processing; or

(5) for the assertion, exercise or defence of legal claims.

### **Right to information**

If you have exercised the right to rectification, erasure or restriction of processing against the controller, the controller is obliged to inform all recipients to whom the personal data concerning you have been disclosed of this rectification or erasure of the data or restriction of processing, unless this proves impossible or involves a disproportionate effort.

You have the right to be informed of these recipients by the controller.

### **Right to data portability (the right to have your personal data ported to another data controller)**

You have the right to receive the personal data concerning you that you have provided to the controller in a structured, common and machine-readable format. You also have the right to transmit this data to another controller without hindrance from the controller to whom the personal data has been provided, provided that.

(1) the processing is based on consent pursuant to Art. 6 para. 1 lit. a DSGVO or Art. 9 para. 2 lit. a DSGVO or on a contract pursuant to Art. 6 para. 1 lit. b DSGVO and

(2) the processing is carried out with the aid of automated procedures.

In exercising this right, you also have the right to have the personal data concerning you transferred directly from one controller to another controller, insofar as this is technically feasible. This must not affect the freedoms and rights of other persons.

The right to data portability does not apply to processing of personal data necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.

### **Right to object**

You have the right to object at any time, on grounds relating to your particular situation, to the processing of personal data concerning you which is carried out on the basis of Article 6(1)(e) or (f) DSGVO; this also applies to profiling based on these provisions.

The controller shall no longer process the personal data concerning you unless it can demonstrate compelling legitimate grounds for the processing, which override your interests, rights and freedoms, or the processing serves the purpose of asserting, exercising or defending legal claims.

You have the possibility, in connection with the use of information society services, notwithstanding Directive 2002/58/EC, to exercise your right to object by means of automated procedures using technical specifications.

You also have the right to object, on grounds relating to your particular situation, to the processing of personal data concerning you, which is carried out for scientific or historical research purposes or for statistical purposes pursuant to Article 89(1) of the GDPR.

Your right to object may be limited to the extent that it is likely to render impossible or seriously impair the realisation of the research or statistical purposes and the restriction is necessary for the fulfilment of the research or statistical purposes.

### **Right to revoke your declaration of consent under data protection law (the right to ask us to stop contacting you)**

You have the right to revoke your declaration of consent under data protection law at any time. The revocation of consent does not affect the lawfulness of the processing carried out on the basis of the consent until the revocation.

### **Rights in relation to automated decision taking (in individual cases including profiling)**

You have the right not to be subject to a decision based solely on automated processing - including profiling - that produces legal effects concerning you or similarly significantly affects you. This does not apply if the decision

- (1) is necessary for the conclusion or performance of a contract between you and the controller,
- (2) is permissible on the basis of legal provisions of the Union or the Member States to which the controller is subject and these legal provisions contain appropriate measures to safeguard your rights and freedoms as well as your legitimate interests; or
- (3) is made with your express consent.

However, these decisions may not be based on special categories of personal data pursuant to Article 9(1) of the GDPR, unless Article 9(2)(a) or (g) of the GDPR applies and appropriate measures have been taken to protect the rights and freedoms as well as your legitimate interests.

With regard to the cases referred to in (1) and (3), the controller shall take reasonable steps to safeguard the rights and freedoms as well as your legitimate interests, including at least the right to obtain the

intervention of a person on the part of the controller, to express your point of view and to contest the decision.

#### **Right to complain to a supervisory authority**

You have the right to complain to the ERA-NET Bioenergy Consortium if you believe we have not handled your personal data in accordance with the Legislation.

Without prejudice to any other administrative or judicial remedy, you have the right to lodge a complaint with a supervisory authority, in particular in the Member State of your residence, place of work or the place of the alleged infringement, if you consider that the processing of personal data concerning you infringes the GDPR.

The supervisory authority to which the complaint has been lodged shall inform the complainant of the status and outcome of the complaint, including the possibility of a judicial remedy under Article 78 GDPR.

#### **Protection of minors**

Children and persons under the age of 18 should not submit personal data to us without the consent of their parents or legal guardians. We do not request personal data from children do not collect it and do not pass it on to third parties.

#### **Links to other websites**

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information that you provide whilst visiting such sites and this privacy statement does not govern such sites. You should exercise caution and look at the privacy statement applicable to the website in question.

#### **CHANGES TO POLICY**

This Policy may be updated or changed from time to time at ERA-NET Bioenergy's sole discretion. The most recent revisions will appear on this page; therefore, you should check this page from time to time to ensure that you are happy with any changes. We will not process your personal data in a manner not contemplated by this Policy without your consent.

This policy is effective from December 7, 2021.