

[Call for expressions of interest for the EUAN Women's Leadership Development Programme](#)

The European Union Agency for Fundamental Rights (FRA or Agency) processes the personal data of a natural person in compliance with Regulation 2018/1725 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, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC.

This data protection notice explains FRA's policies and practices regarding its collection and use of your personal data, and sets forth your privacy rights. We recognise that information privacy is an ongoing responsibility, and we will update this notice where necessary.

For more detailed information on the processing of your personal data in the context of internal calls for expressions of interest addressed to FRA post-holders, please consult our [general record of processing activities](#).

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1. Why do we process personal data?

The Agency collects personal data to carry out the selection of one or more staff members to participate in the EUAN Women's Leadership Development Programme. The European Union Agencies Network (EUAN) was established in 2006 with a view to explore synergies, share collective experiences and knowledge, and ultimately support the EU Agencies in delivering their mandates and providing added value to the EU citizens. The EUAN Women's Leadership Development Programme – *Empower your future* aims to identify, support, and develop high-potential female talent within EU Agencies, thus responding to the European Parliament Discharge's request to foster gender balance in senior management across EU Agencies.

Staff are invited to apply to the EUAN Women's Leadership Development Programme via a call for expression of interest published on FRA's intranet and advertised by email. For the purposes of applying for the programme, applicants are asked to submit a motivational letter to the recruitment functional mailbox. Data provided in the motivational letter is processed to assess eligibility and in order for the selection panel to select a suitable candidate(s) for the programme. The name of the selected candidate(s) will be published on a dedicated page on FRA's Intranet.

2. What kind of personal data does the Agency process?

We will collect only the following personal data necessary for the processing operation described above.

(a) General personal data:

- Personal details (name, surname)
- Contact details (email address; phone number only if the data subject voluntarily includes this in the motivation letter)
- Education & Training details (only if the data subject voluntarily includes this in the motivation letter)
- Employment details (e.g. work experience, languages etc. only if the data subject voluntarily includes this in the motivation letter)
- Other:
 - Any other personal data or information provided voluntarily by the staff in their motivation letter

(b) Special categories of personal data:

- It cannot be excluded that staff members voluntarily disclose the special categories of data mentioned below in their motivation letter:
 - data revealing racial or ethnic origin
 - political opinions
 - religious or philosophical beliefs
 - genetic data, biometric data, data concerning health
 - information regarding an individual's sexual orientation

3. How do we collect and process your personal data?

3a. Information you provide us: We collect only the information you provide to us in your motivation letter, which you must send by email to the functional mailbox indicated in the call for expression of interest.

4. Who is responsible for processing your personal data?

The Agency is the legal entity responsible for the processing of your personal data and determines the objective of this processing activity. The Head of the Administration Unit is responsible for this processing operation.

5. What is the legal basis for this processing operation?

The processing is necessary for the management and functioning of the Agency. According to Article 7 of the Council Regulation (EC) No 168/2007 (amended by Council Regulation (EU) No 2022/555), FRA shall ensure appropriate coordination with relevant Union bodies, offices and agencies. Furthermore, Article 1.v., and 11.i. of Terms of Reference of the EU Agencies Network¹, provide an overview of the legal basis for FRA's participation in the programme. According to recital 22 of the Preamble of Regulation (EU) No 2018/1725, processing of personal data for the performance of tasks carried out in the public interest by the Union institutions and bodies includes the processing of personal data necessary for the management and functioning of those institutions and bodies. Therefore, the processing is lawful under Article 5.1.(a) of the Regulation (EU) No 2018/1725.

The processing of special categories of personal data voluntarily disclosed by staff members in their applications is lawful in accordance with Article 10.2.(a) of Regulation (EU) No 2018/1725 as they have given explicit consent by including such data in their motivation letter.

6. Who can see your data?

To carry out the selection of a suitable candidate(s), a restricted number of post-holders have access to the personal data: those in Human Resources responsible for managing the call, and the members of the selection panel formed by the Director, a Head of Unit and a representative of the Staff Committee. The Director will appoint the successful candidate.

7. Do we share your data with other organisations?

Personal data is processed by the Agency only. However, if your application turns out to be successful, your personal data will be shared with the European Union Network of Agencies for the purpose of enabling participation in the programme.

In case we need to share your data with other third parties, you will be notified with whom your personal data has been shared.

8. Do we intend to transfer your personal data to Third Countries/International Organizations

¹ Available upon request, as it is not a published document.

No

9. When will we start the processing operation?

We will start the processing operation in January 2026 when you submit your application for the call for expression of interest.

10. How long do we keep your data?

If selected to be a participant of the EUAN Women's Leadership Development Programme, we will keep your data until the end of the programme (March 2027). A certificate of participation or other documentation recording your participation and feedback on the programme may be retained in your personal file to document your learning and career development. If not selected, your application data will be deleted after the selection for the call for expression of interest has finished.

11. How can you control your data?

Under Regulation 2018/1725, you have rights we need to make you aware of. The rights available to you depend on our reason for processing your information. You are not required to pay any charges for exercising your rights except in cases where the requests are manifestly unfounded or excessive, in particular because of their repetitive character.

We will reply to your request without undue delay and in any event within one month of receipt of the request. That period may be extended by two further months where necessary, taking into account the complexity and number of the requests.

You can exercise your rights described below by sending an email request to recruitment@fra.europa.eu

11.1. Do we need your consent?

Consent to the processing of any special categories of personal data that you voluntarily disclose with your application is given by you by the submission of your application. You have the right to withdraw your consent at any time, and we will delete your data or restrict its processing. All processing operations up until the withdrawal of consent will still be lawful.

11.2. Your data protection rights

a. Can you access your data?

You have the right to receive information on whether we process your personal data or not, the purposes of the processing, the categories of personal data concerned, any recipients to whom the personal data have been disclosed and their storage period. Furthermore, you can have access to such data, as well as obtain

copies of your data undergoing processing.

b. Can you modify your data?

You have the right to ask us to rectify your data you think is inaccurate or incomplete at any time.

c. Can you restrict us from processing your data?

You have the right to restrict the processing of your personal data. If you do, we can no longer process them, but we can still store them. In some exceptional cases, we will still be able to use them (e.g. with your consent or for legal claims). You have this right in a few different situations: when you contest the accuracy of your personal data, when the Agency no longer needs the data for completing its tasks, when the processing activity is unlawful, and finally, when you have exercised your right to object.

d. Can you request to have your data deleted?

You have the right to ask us to delete your data when the personal data are no longer necessary for the purposes for which they were collected, when you have withdrawn your consent or when the processing activity is unlawful. In certain occasions we will have to erase your data in order to comply with a legal obligation to which we are subject.

We will notify to each recipient to whom your personal data have been disclosed of any rectification or erasure of personal data or restriction of processing carried out in accordance with the above rights unless this proves impossible or involves disproportionate effort from our side.

e. Are you entitled to data portability?

Data portability is a right guaranteed under Regulation 1725/2018 and consists in the right to have your personal data transmitted to you or directly to another controller of your choice.

In this case, this does not apply for two reasons: I) in order for this right to be guaranteed, the processing should be based on automated means, however we do not base our processing on any automated means; II) this processing operation is carried out in the public interest, which is an exception to the right to data portability in the Regulation.

f. Do you have the right to object?

When the legal base of the processing is “*necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Union institution or body*” which is the case in most of our processing operations, you have the right to object to the processing. In case you object, we have to stop the processing of your personal data, unless we demonstrate a compelling reason that can override your objection.

g. Do we do automated decision making, including profiling?

Your personal data will not be used for an automated decision-making including profiling.

12. What security measures are taken to safeguard your personal data?

The Agency has several security controls in place to protect your personal data from unauthorised access, use or disclosure. We keep your data stored on our internal servers with limited access to a specified

audience only.

13. What can you do in the event of a problem?

a) The first step is to notify the Agency by sending an email to recruitment@fra.europa.eu and ask us to take action.

b) The second step, if you obtain no reply from us or if you are not satisfied with it, contact our Data Protection Officer (DPO) at dpo@fra.europa.eu.

c) At any time you can lodge a complaint with the EDPS at <http://www.edps.europa.eu>, who will examine your request and adopt the necessary measures.

14. How do we update our data protection notice?

We keep our data protection notice under regular review to make sure it is up to date and accurate.

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