



Privacy policy of VIPERLAB-GATE

Last Updated on November 07th, 2022

This privacy policy has been prepared based on provisions of multiple legislations, including:

- Regulation (EU) 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (GDPR). 27 April 2016. Available at: <https://eur-lex.europa.eu/eli/reg/2016/679/oj>
- 2000/518/EC Decision on the adequate protection of personal data provided in Switzerland. 26 July 2000. Available at: <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A32000D0518>
- Decision on the adequate protection of personal data by the UK – GDPR. 28 June 2021. Available at: https://ec.europa.eu/info/files/decision-adequate-protection-personal-data-united-kingdom-general-data-protection-regulation_en

This privacy policy relates solely to the VIPERLAB-GATE platform, if not stated otherwise within this document.

1. Data Controller

All the data needed to access the VIPERLAB-GATE platform will be collected by the owner of the web platform:

HELMHOLTZ-ZENTRUM BERLIN FUR MATERIALIEN UND ENERGIE GMBH (HZB),
HAHN MEITNER PLATZ 1, BERLIN 14109, Germany

2. Data Processors

1. HELMHOLTZ-ZENTRUM BERLIN FUR MATERIALIEN UND ENERGIE GMBH (HZB), HAHN MEITNER PLATZ 1, BERLIN 14109, Germany

2. AIT AUSTRIAN INSTITUTE OF TECHNOLOGY GMBH (AIT), GIEFINGGASSE 4, WIEN 1210, Austria

3. COMMISSARIAT A L'ENERGIE ATOMIQUE ET AUX ENERGIES ALTERNATIVES (CEA), RUE LEBLANC 25, PARIS 15 75015, France

4. FUNDACION CENER (CENER), established in AVENIDA CIUDAD DE LA INNOVACION 7, SARRIGUREN 31621, Spain

5. CSEM CENTRE SUISSE D'ELECTRONIQUE ET DE MICROTECHNIQUE SA - RECHERCHE ET DEVELOPPEMENT (CSEM), RUE JAQUET DROZ 1, NEUCHATEL 2000, Switzerland
6. ECOLE POLYTECHNIQUE FEDERALE DE LAUSANNE (EPFL), BATIMENT CE 3316 STATION 1, LAUSANNE 1015, Switzerland
7. INTERUNIVERSITAIR MICRO-ELECTRONICA CENTRUM (IMEC), KAPELDREEF 75, LEUVEN 3001, Belgium
8. FRAUNHOFER GESELLSCHAFT ZUR FOERDERUNG DER ANGEWANDTEN FORSCHUNG E.V. (Fraunhofer), HANSASTRASSE 27C, MUNCHEN 80686, Germany
9. FORSCHUNGSZENTRUM JULICH GMBH (FZJ), WILHELM JOHNEN STRASSE, JULICH 52428, Germany
10. PNO INNOVATION (PNO INNO), EXCELSIORLAAN 51, ZAVENTEM 1930, Belgium
11. UNIVERSITA DEGLI STUDI DI ROMA TOR VERGATA (UNITOV), VIA CRACOVIA 50, ROMA 00133, Italy
12. NEDERLANDSE ORGANISATIE VOOR TOEGEPAST NATUURWETENSCHAPPELIJK ONDERZOEK TNO (TNO), ANNA VAN BUERENPLEIN 1, DEN HAAG 2595 DA, Netherlands
13. AGENZIA NAZIONALE PER LE NUOVE TECNOLOGIE, L'ENERGIA E LO SVILUPPO ECONOMICO SOSTENIBILE (ENEA), LUNGOTEVERE GRANDE AMMIRAGLIO THAON DI REVEL 76, ROMA 000196, Italy
14. SWANSEA UNIVERSITY (SU), SINGLETON PARK, SWANSEA SA2 8PP, United Kingdom
15. ICARES CONSULTING (BI), VIEUX CHEMIN DE L'HELPE 148, RIXENSART 1332, Belgium.

3. Contact

HZB acts as a single point of contact on behalf of the whole group of VIPERLAB Parties and the coordinator of VIPERLAB project can be reached at the following email address: natalia.maticiuc@helmholtz-berlin.de.

HZB Data Protection Officer Mr. Boris Krause can be reached at the following email address: boris.krause@helmholtz-berlin.de

VIPERLAB-GATE helpdesk can be reached at the following email address: gate-help@helmholtz-berlin.de

4. Types of Data collected

1. Personal Data freely provided by the User by registering or authenticating:
 - Name and surname
 - Date of birth
 - Gender

- Nationality
- Scientific degree
- Host institution and country
- Professional email address
- ORCID

2. Other Personal Data such as identification documents and bank account - required **only** in case of acceptance of a submitted Proposal and eligibility for VIPERLAB financial support.

Unless specified otherwise, all Data requested by VIPERLAB-GATE platform is mandatory and failure to provide this Data may make it impossible for this Web platform to provide its services. In cases where this web platform specifically states that some Data is not mandatory, Users are free not to communicate this Data without consequences to the availability or the functioning of the Service.

Users are responsible for any third-party Personal Data obtained, published or shared through the VIPERLAB-GATE platform and confirm that they have the third party's consent to provide the Data to the Controllers.

5. Mode and place of processing the Data

5.1 METHODS OF PROCESSING

VIPERLAB takes appropriate security measures to prevent unauthorized access, disclosure, modification, or unauthorized destruction of the Data.

The Data processing is carried out using computers and/or IT enabled tools, following organizational procedures and modes strictly related to the purposes indicated. Within HZB organization (the owner of VIPERLAB-GATE platform), your information is stored on password-protected servers that are accessible only to a limited group of people. All Data Controllers undertake to instruct and educate individuals who will have access to the data. In some cases, the Data may be accessible to other VIPERLAB partners appointed as Data Processors by the Data Controllers. The updated list of these parties may be requested by the User at any time.

5.2 LEGAL BASIS OF PROCESSING

The Data Controllers may process Personal Data relating to Users if one of the following applies:

- Users have given their consent for one or more specific purposes;
- provision of Data is necessary for the performance of an agreement with the User and/or for any pre-contractual obligations thereof;
- processing is necessary for compliance with a legal obligation to which the Data Controllers is subject;
- processing is necessary for the purposes of the legitimate interests pursued by the Data Controllers or by a Data Processor.

In any case, the Data Controllers will gladly help to clarify the specific legal basis that applies to the processing, and in particular whether the provision of Personal Data is a statutory or contractual requirement, or a requirement necessary to enter into a contract.

5.3 PLACE

The Data is collected at the Data Controllers' operating offices and processed at the Data Processors offices (all in European Union).

5.4 RETENTION TIME

Personal Data shall be processed and stored until 30.11.2034 (end of VIPERLAB + 10 years), as long as the Users' consent to processing is not withdrawn before this date. After this date all personal information will be deleted from the servers but will still be part of the statistics of the European Commission and of the VIPERLAB infrastructure. Once the retention period expires, Personal Data shall be deleted. Therefore, the right of access, the right to erasure, the right to rectification and the right to data portability cannot be enforced after expiration of the retention period.

6. The purpose of processing

The Data concerning the User is collected to allow the Data Controllers to provide its Service, comply with its legal obligations, respond to enforcement requests, protect its rights and interests (or those of its Users or third parties), detect any malicious or fraudulent activity, as well as for analytics purposes.

In any case, the processing operations shall be carried out in such a way as to guarantee the security, confidentiality and availability of the data, according to principles of correctness, lawfulness and transparency, aimed at protecting the fundamental rights and freedoms of natural persons.

Specifically, Personal Data is collected for the following purposes and using the following services:

6.1 REGISTRATION AND AUTHENTICATION

By registering or authenticating, Users allow this Web platform to identify them and give them access to dedicated services.

The Personal Data provided by registering or authenticating are required for:

- the management and monitor of your activity as a User at the VIPERLAB facilities;
- the submission of communications which may be interesting to Users, concerning VIPERLAB and/or *Calls for Proposals*;
- the performance of the activities of VIPERLAB Network.

The User registers by filling out the registration form and providing the Personal Data directly to this Web platform.

Personal Data processed: First name; Last name; Date of Birth; Email address; Gender; Nationality; Affiliation; Encrypted Password.

6.2 AUTHENTICATION TO VIPERLAB SERVICES AND DATA MANAGEMENT TOOLS

Users' credentials provided by registering or authenticating to VIPERLAB-GATE also guarantee the access to different types of services and data management tools (VAPo platform and the Perovskite Database) for users interested in VIPERLAB virtual infrastructures. The Personal Data is collected after the first access of the user to the VIPERLAB-GATE and stored for registration or identification purposes only. The Data collected are only those necessary for the provision of the services. The updated list of these services may be requested by the User at any time.

Personal Data processed: Email address; ORCID, Encrypted Password.

6.3 PROPOSAL REVIEW PROCESS

Submitted Proposals are first checked for technical feasibility by technical experts internal to the project, then evaluated and ranked by internal and external experts according to scientific merit.

Data Processors: Selection Panel members and VIPERLAB members

Personal Data processed: First name; Last name; Email address; Nationality; Affiliation; Affiliation legal status; Research role.

6.4 INTERNAL STATISTICS AND PERIODIC REPORTING PURPOSES

The data collected are required for compliance of VIPERLAB project with any legal, contractual and regulatory obligation in relation to the European Commission, auditors and corporate statutory and auditing bodies, project coordinators and/or partners. These Data are also used for internal project statistics.

Personal Data processed: First name; Last name; Email address; Gender; Nationality; Affiliation; Affiliation legal status; Research role.

6.5 TRANSNATIONAL ACCESS

In the event that a submitted proposal requiring Transnational Access is accepted, the identification documents data provided by the user will be passed on exclusively to the assigned VIPERLAB site/sites, to arrange the access. The sites offering Transnational Access are VIPERLAB partners indicated above as Data Controllers.

Personal Data processed: First name; Last name; Email address; Nationality; Affiliation; Research role.

6.6 USER DATABASE MANAGEMENT

The database allows the Data Controllers to build user profiles by using the information that the User provides to this Web platform and to manage authorizations. Some of the VIPERLAB-GATE services also enable the sending of timed messages to the User, such as emails based on specific actions performed on this Web platform and on related platforms.

Personal Data processed: All the data.

Place of processing: Germany

7. The rights of Users

Users may exercise the following rights regarding their Data processed by the Data Controllers:

- *Withdraw their consent at any time:* Users have the right to withdraw consent where they have previously given their consent to the processing of their Personal Data.
- *Object to processing of their Data:* Users have the right to object to the processing of their Data if the processing is carried out on a legal basis other than consent. Further details are provided in the dedicated section below.
- *Access their Data:* Users have the right to learn if Data is being processed by the Data Controllers, obtain disclosure regarding certain aspects of the processing and obtain a copy of the Data undergoing processing.
- *Verify and seek rectification:* Users have the right to verify the accuracy of their Data and ask for it to be updated or corrected.
- *Restrict the processing of their Data:* Users have the right, under certain circumstances, to restrict the processing of their Data. In this case, the Data Controllers will not process their Data for any purpose other than storing it.
- *Have their Personal Data deleted or otherwise removed:* Users have the right, as long as their personal Data are no longer necessary in relation to the purposes for which they were collected or otherwise processed, to obtain the erasure of their Data from the Data Controllers.
- *Lodge a complaint:* Users have the right to bring a claim before their competent data protection authority.

Any requests to exercise User rights can be directed to the Data Controller through the contact details provided in this document.

8. Cookies

This Web platform uses Tracking Tools. To find out more, the User can consult the Cookie Policy.

9. Additional information about Data collection and processing

9.1 LEGAL ACTION

Union or Member State law to which the data controller or processor is subject may restrict the rights and obligations when such a restriction is a necessary and proportionate for the prevention, investigation, detection or prosecution of criminal offences.

9.2 SYSTEM LOGS AND MAINTENANCE

For operation and maintenance purposes, this Web platform and any third-party services may collect files that record interaction with this Web platform (System logs) use other Personal Data (such as the IP Address) for this purpose.

9.3 INFORMATION NOT CONTAINED IN THIS POLICY

More details concerning the collection or processing of Personal Data may be requested from the Data Controller at any time. Please see the contact information at the beginning of this document.

9.4 CHANGES TO THIS PRIVACY POLICY

The Data Controllers reserves the right to make changes to this privacy policy at any time by notifying its Users on this page. It is strongly recommended to check this page often, referring to the date of the last modification listed at the bottom.

Should the changes affect processing activities performed on the basis of the User's consent, the Data Controllers shall collect new consent from the User, where required.

9.5 DEFINITIONS

Personal Data (or Data)

Any information that directly, indirectly, or in connection with other information — including a personal identification number — allows for the identification or identifiability of a natural person.

Usage Data

Information collected automatically through this Web platform (or third-party services employed in this Web platform), which can include: the IP addresses or domain names of the computers utilized by the Users who use this Web platform, the URI addresses (Uniform Resource Identifier), the time of the request, the method utilized to submit the request to the server, the size of the file received in response, the numerical code indicating the status of the server's answer (successful outcome, error, etc.), the country of origin, the features of the browser and the operating system utilized by the User, the various time details per visit (e.g., the time spent on each page within the web platform) and the details about the path followed within the web platform with special reference to the sequence of pages visited, and other parameters about the device operating system and/or the User's IT environment.

User

The individual using this Web platform who, unless otherwise specified, coincides with the Data Subject.

Data Subject

The natural person to whom the Personal Data refers.

Data Controller

The natural or legal person, public authority, agency or other body which, alone or jointly with others, determines the purposes and means of the processing of Personal Data, including the security measures concerning the operation and use of this Web platform.

Data Processor

The natural or legal person, public authority, agency or other body which processes Personal Data on behalf of the Controller, as described in this privacy policy.

This Web platform

The means by which the Personal Data of the User is collected and processed.

Service

The service provided by this Web platform as described in the relative terms (if available) and on this web platform.

European Union (or EU)

All references made within this document to the European Union include all current member states to the European Union and the European Economic Area.

Cookie

Cookies are Trackers consisting of small sets of data stored in the User's browser by visited web platforms.

Tracker

Tracker indicates any technology - e.g Cookies, unique identifiers, web beacons, embedded scripts, e-tags and fingerprinting - that enables the tracking of Users, for example by accessing or storing information on the User's device.

Processing

Processing is any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.

Restriction of processing

Restriction of processing is the marking of stored personal data with the aim of limiting their processing in the future.

Profiling

Profiling means any form of automated processing of personal data consisting of the use of personal data to evaluate certain personal aspects relating to a natural person, in particular to analyse or predict aspects concerning that natural person's performance at work, economic situation, health, personal preferences, interests, reliability, behaviour, location or movements.

Proposal

A proposal is an application for Transnational Access to research infrastructures offered by VIPERLAB or for financial support of a networking event through the online proposal system implemented on this Web platform.

Consent

Consent of the data subject is any freely given, specific, informed and unambiguous indication of the data subject's wishes by which he or she, by a statement or by a clear affirmative action, signifies agreement to the processing of personal data relating to him or her.