

Annex E Data Protection Declaration (GDPR) IFE

1. Introduction

The protection of your personal data is of particular concern to IFE. Therefore, personal data is only processed by us to the extent necessary and in accordance with the applicable data protection regulations.

Personal data is any information relating to an identified or identifiable natural person. An identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data or an online identifier.

This information sheet, which contains the information to be provided to you in accordance with Articles 13 and 14 of the General Data Protection Regulation (GDPR), provides you with more detailed information on, among other things, what data is collected, for what purpose and on what basis, how you can contact the controller and the data protection officer(s) and what rights you have in relation to the processing of personal data.

In addition, IFE also attaches great importance to the protection of your data which, although of a sensitive nature, has no personal reference. Against this background, our information security management also measures the level of protection of such information in terms of its confidentiality, integrity and availability and the technical and organisational measures based on this - as far as possible - in accordance with the requirements of Art. 32 GDPR and § 64 Bundesdatenschutzgesetz (BDSG - Federal Data Protection Act).

2. Data Controller and Data Protection Officer (Art. 13 Para. 1 No. 1 and 2 GDPR):

Responsible for the processing of personal data is:

IFE Impact Funding Europe GmbH
Kanalstrasse 77
24159 Kiel
Germany
E-mail: alex@ifeurope.eu
Tel. : +49 152 26714240

The contact details of IFE's data protection officer are as follows:

IFE Impact Funding Europe GmbH
Privacy Officer
Kanalstrasse 77
24159 Kiel
Germany
Email: datenschutz@ifeurope.eu
Tel. : +49 431 600860

3. Categories of Personal Data processed by us and the Sources from which we obtain such Data:

The IFE processes personal data that are transmitted by the respective interested parties and/or contractual partners and their cooperation partners in the course of submitting project outlines, submitting applications and also in the course of the entire processing of the project funding procedure.

Furthermore, personal data that has been permissibly transmitted by authorities and/or third parties (e.g. according to § 25 BDSG) is processed. Finally, personal data from publicly accessible sources, namely the commercial register and the register of associations, may be processed.

The following categories of personal data are processed:

- Name, address, contact details and other personal data of the applicant requested in the application form,
- Name and contact details of the project leader,
- Name and contact details of the contact person for administrative questions (during the application phase and in the event of approval),
- Name and contact details of the authorised person(s) or legal representative(s),
- Name and account details of the payee (account holder),
- If applicable, creditworthiness data of the applicant and data from the commercial register (company name, registered office, branch office and branches, object of the company, persons authorised to represent the company, the legal form of the company as well as the share capital or nominal capital and the name of the business owner),
- Name, address, correspondence address, contact details of the implementing body,
- Name and contact details of the contact person of the implementing body (if required),
- Name, registered office and country of the contractual partner(s),
- Name (legally binding) of the respective cooperation partner (if required),
- Surname, first name, salary group (if applicable), function, number of hours of the persons employed by the grant recipient with the project as well as further information provided by the applicant to determine the eligible personnel expenses or costs.

4. The Purpose and legal Basis of the Processing of the Personal Data:

Your personal data is processed for the application and handling of funding projects. All processing of personal data is based on Article 6 Para. 1 (a) GDPR. According to this, the processing of personal data is lawful if the data subject has given his/her consent to



the processing of personal data concerning him/her for one or more specific purposes.

In particular, the processing is carried out for the following purposes:

- To get in contact in the project
- For the preparation and submission of project outlines and funding applications
- for the processing and monitoring of payments
- To contact you after the project to make you aware of new funding opportunities or to explore interest afterwards.

5. Recipients/Categories of Recipients of the Personal Data

IFE uses an address database, which is stored on servers in Europe, for the preparation, organisation, support and accounting of funding measures.

The accounting system of DATEV eG is used for accounting.

As part of the application procedure, data from IFE will be entered into the designated systems of the BMBF (Federal Ministry of Education and Research) and processed and stored there. The data processing is carried out there by the BMBF as the responsible body in accordance with the corresponding data protection information sheet of the BMBF. This is provided by IFE and countersigned by the clients / project participants as proof of knowledge and consent.

In the context of the application procedure, data is also entered by IFE into the EU Commission's designated systems and processed and stored there. The data processing there is carried out by the EU Commission as the responsible body. Upon request, we will provide corresponding information on data processing by the EU Commission.

6. Data to a third Country or an international Organisation

In the context of project initiation and implementation, IFE may transfer personal data to a participating third country or organisation in another European country due to the nature of the project as a collaborative project.

7. Storage Period

The personal data collected is stored for an unlimited period of time in order to make clients and partners aware of new funding opportunities in future projects or to explore interest in them.

8. Your Rights

You have the following rights vis-à-vis IFE with regard to the personal data concerning you:

- Right of access, Art. 15 GDPR,
- Right to rectification, Art. 16 GDPR,
- Right to erasure, Art. 17 GDPR,
- Right to restriction of processing, Art. 18 GDPR,
- Right to object to the collection, processing and/or use, Art. 21 GDPR,
- Right to data portability, Art. 20 GDPR.

You can assert the aforementioned rights at datenschutz@ifeurope.eu as well as the contact options mentioned under No. 1.

In addition, you have the right to lodge a complaint with data protection supervisory authorities, the Federal Commissioner for Data Protection and Freedom of Information.

9. Consequences of not providing your Personal Data

If the clients / partners do not provide the necessary information, the application for project funding cannot be submitted and thus the funding programme in question cannot be applied for by IFE.