

CALL FOR APPLICATIONS FOR THE SELECTION OF MEMBERS OF THE EXPERT GROUP GLOBAL GATEWAY BUSINESS ADVISORY GROUP

1. Background

On 1 December 2021, the European Commission and the High Representative of the Union for Foreign Affairs and Security Policy presented the Joint Communication on Global Gateway. It is the EU's contribution to narrowing the global investment gap. It accompanies the twin green and digital transitions beyond European borders and promotes the resilience of value chains globally. It intends to boost smart, clean and secure links in the digital, climate, energy, and transport sectors, and to strengthen education, research and health systems across the world. The private sector plays a fundamental role in Global Gateway by bringing in sustainable investments and expertise to create decent jobs in partner countries and help develop skills.

Global Gateway is delivered in a Team Europe approach. It mobilises all EU institutions, Member States, their Development Finance Institutions, Public Development Banks, development cooperation agencies, export credit agencies, the EIB, the EBRD and the private sector behind common priorities in order to reach scale and create tangible and visible impact on the ground. Since 2021, Team Europe has mobilised over €306 billion of investments that support sustainable and high-quality projects, addressing the needs of partner countries and ensuring lasting benefits for local communities.

As announced in the Joint Communication, to support the full mobilisation of private sector actors and maximise the impact and effectiveness of Global Gateway investments, in September 2023, the Commission's Directorate-General for International Partnerships (DG INTPA) set up an informal Commission expert group, named Global Gateway Business Advisory Group ('the group' or 'BAG'). Through this expert group, the Global Gateway strategy has benefitted from the business perspective for Global Gateway planning and implementation.

In summer 2026, DG INTPA decided to renew the membership of the group by launching a new call for applications. Indeed, member organisations were appointed for three years. As part of this renewal, DG INTPA, in close cooperation with DG ENEST and DG MENA, also revised the group's terms of reference. The main changes to the terms of reference include increasing the member organisations from 60 to 75, creating a new sub-group on critical raw materials (CRM), and replacing the cooperation with the Commission's Directorate-General for Neighbourhood & Enlargement Negotiations ('DG NEAR') with the Directorate-General for Enlargement and the Eastern Neighbourhood ('DG ENEST') and the Directorate-General for the Middle East, North Africa and the Gulf ('DG MENA').

The overall mission of the group will be to assist the European Commission to strengthen cooperation with the European private sector in a structured way as part of the Global Gateway strategy and implementation. In particular, the group will provide a forum to discuss and gather feedback on the strategic orientations of Global Gateway. It will gather input from private sector representatives on their priorities, activities, challenges and opportunities in sectors and regions covered by Global Gateway, as well as discuss the implementation of Global Gateway. The group will build on the work done by the group between 2023 and 2026.

The group's specific tasks shall be:

- to analyse, advise and share business intelligence and opportunities and discuss barriers hindering a conducive business environment in Global Gateway sectors and regions/countries to better design support programmes and policy dialogues;
- to analyse and advise on how to improve ways to cooperate with private companies and on appropriate non-financial and financial tools;
- to provide the Commission with feedback about planning and implementation of priorities in Global Gateway sectors and regions/countries, and in particular on the access and use of the EU instruments (e.g. guarantees, blending, technical assistance, multi-stakeholder partnerships).

The Commission is calling for applications with a view to selecting members of the group.

Existing members of the group can also apply to this call. Their applications will be assessed in the same way as those of other applicants.

2. Features of the Group

2.1. COMPOSITION

The group shall be composed of up to 75 members and up to 10 observers.

Members shall be organisations from the EU private sector, headquartered in the European Union and under EU control. Organisations shall include a mix from small to large companies. EU trade and business associations, as well as established EU business networks, can also apply for membership.

Member organisations shall be represented by their chief executive officer (CEO) or senior executive for the annual high-level meeting. For plenary and sub-group meetings, members may be represented by another representative than the CEO or senior executive. DG INTPA, in close cooperation with DG ENEST and DG MENA, may refuse the nomination by an organisation of a representative if it considers this nomination inappropriate in the light of the requirements specified in the call for applications. In such case, the organisation concerned shall be asked to appoint another representative.

The European External Action Service ('EEAS') shall be a member of the group by direct invitation.

European Financial Institutions, such as the European Investment Bank and the European Bank for Reconstruction and Development may be granted an observer status by direct invitation, in compliance with the Commission's horizontal rules on expert groups¹ ('the horizontal rules').

¹ C(2016) 3301.

2.2. APPOINTMENT

Member organisations shall be appointed by the Directors-General of DG INTPA, DG ENEST and DG MENA, after consultation with associated Commission services, from applicants with competence in the sectors referred to in chapter 3 and who have responded to the call for applications.

Member organisations shall be appointed for three years. They shall remain in office until the end of their term of office or until replaced. Their term of office may be renewed.

Registration in the Transparency Register² is required in order for organisations to be appointed as members.

In order to ensure continuity and the smooth functioning of the group, DG INTPA, in close cooperation with DG ENEST and DG MENA, shall establish a reserve list of suitable candidates that may be used to appoint replacements. DG INTPA, in close cooperation with DG ENEST and DG MENA, shall ask applicants for their consent before including their names on the reserve list.

Member organisations which are no longer capable of contributing effectively to the expert group's deliberations, which, in the opinion of DG INTPA, in close cooperation with DG ENEST and DG MENA, do not comply with the conditions set out in Article 339 of the Treaty on the Functioning of the European Union, or which resign, shall no longer be invited to participate in any meetings of the group and may be replaced for the remainder of their term of office.

2.3 RULES OF ENGAGEMENT AND OPERATION OF THE GROUP

The group shall be chaired by a representative of the European Commission.

The group shall act at the request of DG INTPA, in close cooperation with DG ENEST and DG MENA, in compliance with the horizontal rules³.

The group is expected to meet about i) once a year for annual high-level meetings, to which the President of the Commission and another member of the College will participate and about ii) twice a year for plenary meetings aimed at preparing the high-level meetings, chaired by the Commission at the appropriate level. DG INTPA shall provide secretarial services.

The plenary meetings will include all the members, observers and representatives of the European Commission. Key conclusions discussed at plenary level will be shared and discussed during the annual high-level meeting.

The annual high-level meeting will be attended by 10 business representatives, two observers, and the President of the Commission and another member of the College.

Ahead of each annual high-level meeting, the group members will propose 10 members (represented by CEOs or senior executives) to DG INTPA, DG ENEST and DG MENA and the group observers will suggest two observers to take part in the annual high-level

² Online access: https://transparency-register.europa.eu/index_en.

³ C(2016) 3301, Article 13.1.

meeting. DG INTPA, in close cooperation with DG ENEST and DG MENA, will then decide on the composition of the annual high-level meeting.

Each annual high-level meeting will lead to a short outcome paper drafted by the group, with the support of the secretariat, and will be transmitted to the Global Gateway Board for information.

High-level meetings shall be held in-person. Plenary meetings of the group shall, in principle, be held in-person, in Brussels and whenever possible on Commission premises. Plenary meetings may also be held virtually or in a hybrid mode. Sub-group meetings may be held virtually or in a hybrid mode.

DG INTPA shall provide secretarial services. Officials from other departments of the Commission and officials from the EEAS with an interest in the proceedings may attend meetings of the group and sub-groups.

Minutes shall be drafted by the secretariat under the responsibility of the Chair.

Where relevant, a coordination will take place between the group and other consultative bodies of the European Commission, with the approval of DG INTPA in close cooperation with DG ENEST and DG MENA.

Members' representatives should be prepared to attend meetings systematically, to contribute actively to discussions in the group, to be involved in preparatory work ahead of meetings, to examine and provide comments on documents under discussion, and to act, as appropriate, as 'rapporteurs' on *ad hoc* basis.

As a general rule, working documents will be drafted in English and meetings will be also conducted in English.

In principle, the group shall adopt its opinions, recommendations or reports by consensus. In the event of a vote, the outcome of the vote shall be decided by simple majority of the members. The members that voted against or abstained shall have the right to have a document summarising the reasons for their position annexed to the opinions, recommendations or reports.

In agreement with DG INTPA, in close cooperation with DG ENEST and DG MENA, the group may, by simple majority of its members, decide that deliberations shall be public.

Participants in the activities of the group shall not be remunerated for the services they offer. Travel and subsistence expenses incurred by participants in the activities of the group and sub-groups shall not be reimbursed by the Commission. On a case-by-case basis, if required, expenses could be reimbursed for Small and Medium-sized Enterprises (SMEs) representatives. Reimbursement shall be made in accordance with the provisions in force within the Commission and within the limits of the available appropriations allocated to the Commission departments under the annual procedure for the allocation of resources.

The members of the group and their representatives, as well as invited experts and observers, are subject to the obligation of professional secrecy, which by virtue of the Treaties and the rules implementing them applies to all members of the institutions and their staff, as well as to the Commission's rules on security regarding the protection of

Union classified information, laid down in Commission Decisions (EU, Euratom) 2015/443⁴ and 2015/444⁵. Should they fail to respect these obligations, the Commission may take all appropriate measures.

On a proposal by and in agreement with DG INTPA, in close cooperation with DG ENEST and DG MENA, the group shall adopt its rules of procedure on the basis of the standard rules of procedure for expert groups.

DG INTPA, DG ENEST and DG MENA may invite experts with specific expertise with respect to a subject matter on the agenda to take part in the work of the group or sub-groups on an ad hoc basis.

DG INTPA, in close cooperation with DG ENEST and DG MENA, may set up sub-groups for the purpose of examining specific questions on the basis of terms of reference defined by DG INTPA, in close cooperation with DG ENEST and DG MENA. Sub-groups shall operate in compliance with the horizontal rules and shall report to the group. They shall be dissolved as soon as their mandate is fulfilled.

2.4. TRANSPARENCY

The group and its sub-groups shall be registered in the Register of Commission expert groups and other similar entities ('the Register of expert groups')⁶.

As concerns the group and sub-groups composition, DG INTPA shall publish the following data on the Register of expert groups:

- the name of member organisations; the interest represented shall be disclosed;
- the name of observers.

DG INTPA shall make available all relevant documents, including the agendas, the minutes and the participants' submissions, either on the Register of expert groups. In particular, DG INTPA shall ensure publication of the agenda and other relevant background documents in due time ahead of the meeting, followed by timely publication of minutes. Exceptions to publication shall only be foreseen where it is deemed that disclosure of a document would undermine the protection of a public or private interest as defined in Article 4 of Regulation (EC) N° 1049/2001⁷.

⁴ Commission Decision (EU, Euratom) 2015/443 of 13 March 2015 on Security in the Commission (OJ L 72, 17.3.2015, p. 41).

⁵ Commission Decision (EU, Euratom) 2015/444 of 13 March 2015 on the security rules for protecting EU classified information (OJ L 72, 17.3.2015, p. 53).

⁶ <http://ec.europa.eu/transparency/regexpert/index.cfm>

⁷ These exceptions are intended to protect public security, military affairs, international relations, financial, monetary or economic policy, privacy and integrity of the individual, commercial interests, court proceedings and legal advice, inspections/investigations/audits and the institution's decision-making process.

Personal data shall be collected, processed and published in accordance with Regulation (EU) No 2018/1725.

3. Application procedure

Interested organisations are invited to submit their application through the form on EU Survey: <https://ec.europa.eu/eusurvey/runner/c5922711-f07a-bade-5511-9f218f035a33>.

Applications must be completed in one of the official languages of the European Union. However, applications in English would facilitate the evaluation procedure. If another language is used, it would be helpful to include a summary of the application in English.

Organisations shall indicate the name of their representative(s) in the group.

An application will be deemed admissible only if it is sent by the deadline and includes the documents referred to below. All documents submitted by applicants should be duly filled in, legible, signed and numbered sequentially.

Members shall specify in their application the sector(s) and geographical zone(s) in which they operate. Sectors are: (i) climate and energy, (ii) digital, (iii) transport, (iv) health, (v) education and/or research, and (vi) critical raw materials (CRM). Geographical zones are: Central Asia, East, South and South-East Asia, Eastern Neighbourhood, Türkiye, Western Balkans, Latin America and the Caribbean, North Africa and the Middle East, sub-Saharan Africa, Pacific.

Supporting documents

Each application shall include the following documents:

- a cover letter explaining the applicant's motivation for answering this call and stating what contribution the applicant could make to the group;
- a classification form duly filled in specifying the member category for which the application is made (Annex I);
- a selection criteria form duly filled in documenting how the applicant fulfills the selection criteria listed in chapter 4 of this call (Annex II).

For individuals indicated by organisations as their representatives, a *curriculum vitae* (CV) shall also be provided, preferably not exceeding three pages. All CVs shall be submitted in the European format ([Home | Europass](#)).

Additional supporting documents (e.g. publications) may be requested at a later stage.

Deadline for application

The duly signed applications must be submitted through the form on EU Survey: <https://ec.europa.eu/eusurvey/runner/c5922711-f07a-bade-5511-9f218f035a33> by **Friday 13 November 2026 at 14h00 at the latest (Brussels time)**. The date and time of the submission will be the date and time of submission to the EU Survey form.

4. Selection and eligibility criteria

DG INTPA will take the following criteria into account when assessing applications⁸:

1) **Selection criteria for members:**

- Organisations should represent the EU private sector having proven and relevant competence and experience, in one or more of the sectors and geographical zones defined as part of this call for applications;
- Organisations should demonstrate a track record of alignment to EU objectives taking into account environmental, social and governance (ESG) factors and having integrated recognised practices in this area;
- Specifically for EU trade associations, business associations and established EU business networks: organisations should represent the private sector from at least three EU Member States;

2) **Selection criteria for member's representatives of EU companies/social enterprises, EU trade associations, business associations and established EU business networks:**

- hierarchical level of the proposed representatives (chief executive officer (CEO) or senior executive);
- good knowledge of the English language allowing active participation in the discussions and a capacity to represent effectively the position of the organisation represented.

3) **Eligibility criteria**

EU companies/social enterprises⁹, EU trade and business associations and established EU business networks eligible to this call for applications are:

- (1) headquartered in the EU and under the EU control with a specific contribution and adherence to the EU interest and values. Third countries' private sector stakeholders are not eligible for this call; and
- (2) In particular regarding EU companies and groups of companies, are eligible those who are small and medium-sized enterprises (SMEs) or larger than SMEs as defined in the Commission Recommendation of 6 May (C(2003)1422). These should have a number of employees and turnover or balance sheet total equal or higher than the ones of SMEs (as defined in the Commission Recommendation of 6 May (C(2003)1422)).

⁸ The sectors and geographical zones defined as part of this call for applications are: (i) sectors: digital, health, climate and energy, transport, education and/or research, and critical raw materials (CRM); (ii) geographical zones: Central Asia, East, South and South-East Asia, Eastern Neighbourhood, Türkiye, Western Balkans, Latin America and the Caribbean, North Africa and the Middle East, sub-Saharan Africa, Pacific.

⁹ Social enterprises are as defined in the communication on social business initiative COM(2011)682.

5. Selection procedure

The selection procedure shall consist of an assessment of the applications performed by DG INTPA, in close cooperation with DG ENEST and DG MENA, and after consultation with associated Commission services, against the selection criteria listed in chapter 4 of this call, followed by the establishment of a list of the most suitable applicants, and concluded by the appointment of the members of the group.

When defining the composition of the group, DG INTPA shall aim at ensuring, as far as possible, a high level of expertise, as well as a balanced representation of relevant know-how, sectors and geographical areas of interest, while taking into account the specific tasks of the group, the type of expertise required, the size and type of company, as well as the relevance of the applications received.

For any further information please contact: EC-GGBAG@ec.europa.eu.

ANNEXES:

- Annex I: Classification form
- Annex II: Selection criteria form
- Annex V: Privacy statement

Annex I - Classification form¹⁰

To be filled in by all applicants

This application is made as: **an organisation (Type C member)¹¹**.

Transparency Register identification number: [...]

Nota Bene: although registration in the Transparency Register (TR) is required in order to be appointed as a Type C member of an expert group, it is not mandatory for the application procedure. Thus, interested individuals and organisations that at the time of the application are not featured yet on TR and, as a consequence, do not have a TR identification number, may still apply. However, should the applicant be selected as a result of the call for applications, it shall register in the TR as a condition to be appointed as a Type C member.

This application is made as the following **type of organisation**:

- ☐ a) Banks/Financial institutions
- ☐ b) Companies/groups
- ☐ c) Trade and business associations
- ☐ d) Other (please specify):

Definitions for organisation types

Banks/Financial institutions

Banks and other similar bodies providing financial services, including financial intermediation. All sorts of banks should be classified within this category, including national central banks.

Companies/groups

Individual companies or groups of companies operating in the business sector, whether they are national companies or multinational ones.

Trade and business associations

Private bodies representing the interests of its members operating in the business sector.

¹⁰ This form must be filled in, signed and returned with the application.

¹¹ According to the horizontal rules on Commission expert groups (C(2016) 3301), type C members are organisations in the broad sense of the word, including companies, associations, Non-Governmental Organisations, trade unions, universities, research institutes, law firms and consultancies.

Other organisations

Organisations which are not possible to classify in any other category.

The applicant shall represent the following **interest**: (*please select one or more options, taking into account the definitions indicated below*):

- ☐ a) Industry
- ☐ b) SMEs
- ☐ c) Other (please specify):

Definitions for interests represented

Industry

Companies and groups of companies whose number of employees and turnover or balance sheet total are higher than the ones of SMEs (see below).

SMEs

"SME" stands for small and medium-sized enterprises – as defined in EU law: [EU recommendation 2003/361](#) .

The main factors determining whether a company is an SME are:

1. **number of employees** and
2. either **turnover** or **balance sheet total**.

Company category Employees Turnover or Balance sheet total

Medium-sized	< 250	≤ € 50 m	≤ € 43 m
Small	< 50	≤ € 10 m	≤ € 10 m
Micro	< 10	≤ € 2 m	≤ € 2 m

These ceilings apply to the figures for individual firms only. A firm which is part of larger grouping may need to include employee/turnover/balance sheet data from that grouping too.

Other interest

Interest which is not possible to classify in any other category.

Please select one or more Global Gateway sector(s) in which your organisation operates:

- ☐ Digital
- ☐ Climate and energy
- ☐ Transport
- ☐ Health
- ☐ Education and research
- ☐ Critical raw materials (CRM)

For each sector selected, please provide more details about specific areas of operation/sub-sectors in which your organisation operates (150 words maximum, per sector)

In case your organisation is active in multiple sectors, please mention the sector your organisation will take part to:

Please select one **or more geographical zone(s)** in which your organisation operates or considers investing in the near future:

- ☐ Caribbean
- ☐ Central Asia
- ☐ East and South Asia
- ☐ Eastern Europe
- ☐ Europe
- ☐ Latin and Central America
- ☐ Middle East and North Africa
- ☐ Sub-Saharan Africa
- ☐ Pacific
- ☐ Western Balkans

For each geographical zone selected, please provide the list of countries in which your organisation operates

Please describe the governance of your organisation. For companies, please also detail the ownership structure of your organisation, indicating the nationality and percentage shares of the top ten shareholders. For trade and business associations and established EU business networks please detail the membership of your organisation. (150 words maximum)

Additional information:

Name of the organisation¹²:

Country where the organisation is headquartered:

Organisation website:

Surname of the representative proposed (CEO or senior executive):

First name of the representative proposed (CEO or senior executive):

Surname of the person applying on behalf of the organisation:

First name of the person applying on behalf of the organisation:

Date:

Signature.....

¹² It is mandatory to use exactly the same name used when registering in the Transparency Register.

Annex II: Selection criteria form¹³

Applicants are requested to describe how they fulfil the selection criteria listed in this call.

Organisations should represent the EU private sector having proven and relevant competence and experience, in one or more of the sectors and geographical zones defined as part of this call for applications. (maximum 200 words)	
Organisations should demonstrate a track record of alignment to EU objectives taking into account environmental, social and governance (ESG) factors and having integrated recognised practices in this area. (maximum 200 words)	
Specifically for EU trade associations, business associations and established EU business networks: Organisations should represent the private sector from at least three EU Member States. (maximum 100 words)	
For member's representatives of EU companies/social enterprises, EU trade associations, business associations and established EU business networks: hierarchical level of the proposed representatives (chief executive officer (CEO) or senior executive), good knowledge of the English language allowing active participation in the discussions and a capacity to represent effectively the position of the organisation represented. (maximum 100 words)	

EU companies/social enterprises¹⁴, EU trade and business associations and established EU business networks **eligible** to this call for applications are:

- (1) headquartered in the EU and under the EU control with a specific contribution and adherence to the EU interest and values. Third countries' private sector stakeholders are not eligible for this call; and
- (2) In particular regarding EU companies and groups of companies, are eligible those who are small and medium-sized enterprises (SMEs) or larger than SMEs as defined in the Commission Recommendation of 6 May (C(2003)1422). These should have a number of employees and turnover or balance sheet total equal or higher than the ones of SMEs (as defined in the Commission Recommendation of 6 May (C(2003)1422)).

¹³ This form must be filled in, signed and returned with the application.

¹⁴ Social enterprises are as defined in the communication on social business initiative COM(2011)682.

Additional information:

Name of the organisation¹⁵:

Country where the organisation is headquartered:

Organisation website:

Surname of the representative proposed (CEO or senior executive):

First name of the representative proposed (CEO or senior executive):

Surname of the person applying on behalf of the organisation:

First name of the person applying on behalf of the organisation:

Date:

Signature

¹⁵ It is mandatory to use exactly the same name used when registering in the Transparency Register.

Annex III Privacy Statement



EUROPEAN COMMISSION

PROTECTION OF YOUR PERSONAL DATA

Processing operation: *Selection of members of Commission expert groups and other similar entities¹⁶ and publication of personal data on the Register of Commission expert groups and other similar entities ("the Register of expert groups").*

Data Controller:

- *Secretariat-General, Unit H3 (for the processing operation "Providing a public register of Commission expert groups and other similar entities", DPR-EC-00656), and*
- *Directorate-General for International Partnerships, Directorate E Sustainable Finance, Investment and Jobs; Economy that works for the People, Unit E3 Private Sector Engagement & Employment (for the processing operation "Selection of members of Commission expert groups and other similar entities"¹⁷, DPR-EC-01066).*

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¹⁶ Provisions included in this privacy statement referring to expert groups equally apply to their sub-groups.

¹⁷ The Commission department responsible for the management of the expert group and the DPMS record number need to be specified in the privacy statement attached to the call.

1. Introduction

The European Commission (hereafter ‘the Commission’) is committed to protect your personal data and to respect your privacy. The Commission collects and further processes personal data pursuant to [Regulation \(EU\) 2018/1725](#) of the European Parliament and of the Council of 23 October 2018 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.

This privacy statement explains the reasons for the processing of your personal data, the way we collect, handle and ensure protection of all personal data provided, how that information is used and what rights you have in relation to your personal data. It also specifies the contact details of the responsible Data Controller with whom you may exercise your rights, of the Data Protection Officer and of the European Data Protection Supervisor.

This privacy statement concerns the following processing operations:

- (1) “selection of members of Commission expert groups and other similar entities” undertaken by the Commission department which runs the selection process for your expert group and which is the Data Controller for the selection process DG INTPA, Unit E.3, and
- (2) “publication of personal data on the Register of expert groups and other similar entities” undertaken by the Commission, Secretariat-General, Unit H3 which is the Data Controller together with the Commission department managing your expert group.

As a rule, the selection of expert group members is carried out via public calls for applications, except for Member States’ authorities and other public entities and for certain representative bodies established by Union legislation for advice in specific areas. In exceptional cases, the College of Commissioners may appoint directly members of expert groups.

The Register of expert groups and other similar entities is a public database containing a list of Commission expert groups and other similar entities and their sub-groups. The Register provides information for each expert group, including personal data on the members of the expert groups, their alternate, and of the observers, and information may be provided about members’ and observers’ representatives. The Register also includes documents that are produced and discussed by expert groups and which can contain personal data.

For the purpose of this privacy statement and the corresponding records, the term “expert groups” describes Commission expert groups in the sense of Article 2(1) of Commission Decision C(2016)3301¹⁸ and their sub-groups, as well as other similar entities in the sense of Article 2(2) of Commission Decision C(2016)3301 and their sub-groups.

2. Why and how do we process your personal data?

Purpose of the processing operations:

The Data Controllers collect and use your personal data to manage Commission expert groups, in particular by selecting their members and observers, and to ensure transparency on expert groups’ membership and activities. In that context, in order to select among the applicants who best fulfil the selection criteria mentioned in the call for applications, Commission services

¹⁸ Commission Decision C(2016)3301 of 30 May 2016 establishing horizontal rules on the creation and operation of Commission expert groups.

collect and assess personal information of candidate members and observers of the expert groups, of representatives of candidate members and observers, and of immediate family members of candidate members to be appointed in personal capacity to act independently and in the public interest.

Furthermore, Commission services collect and assess personal information of observers and members' and observers' representatives of the expert groups which are appointed directly and not selected through a public call for applications.

For candidates, personal data are stored by the Commission service managing the expert group. Some types of personal data of individuals appointed as members (either appointed in personal capacity to act independently and in the public interest or to represent a common interest shared by stakeholders in a particular policy area) are made publicly available on the Register of expert groups (as described under Headings 4 and 5 of this privacy statement). The names of the representatives of organisations, Member States and other public entities, as well as the name of specific national departments or other public authority which they represent may also be made publicly available on the Register of expert groups.

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

3. On what legal ground(s) do we process your personal data

We process your personal data, because processing is necessary for the performance of a task carried out in the public interest (Article 5(1)(a) of Regulation (EU) 2018/1725), since it allows for the selection of members of expert groups (individuals appointed as members in a personal capacity, individuals appointed to represent a common interest and organisations) and also increases the transparency on expert groups. Processing is also necessary to comply with a legal obligation to which the controller is subject (Article 5(1)(b) of Regulation (EU) 2018/1725). The Union act for such necessary processing under Article 5(1)(a) and (b) of Regulation (EU) 2018/1725 is Commission Decision C(2016)3301 of 30 May 2016 establishing horizontal rules on the creation and operation of Commission expert groups and in particular Articles 10 and 22 thereof.

As regards, in particular, the declarations of interests filled in by candidate members to be appointed in a personal capacity in expert groups, the processing of personal data serves the public interest of enabling the Commission to verify in the process of selection the experts' independence in providing advice to the Commission. Furthermore, the public disclosure of declarations of interests of those experts once appointed allows for public scrutiny of the interests declared by these experts, which is necessary in order to ensure public confidence in the independence of these experts. The public disclosure of declarations of interests also ensures a high degree of transparency with respect to the membership of expert groups and aims at contributing to fostering the integrity of the experts in question.

The names of the representatives of organisations, Member States' authorities and other public entities are usually not published in the Register of expert groups, as those persons only express the position of the organisation or entity that they represent, and, therefore, it is the name of the organisation, Member State's authority or other public entity that matters to ensure transparency of the work of the expert group. Any publication of names of the representatives of organisations, Member States' authorities and other public entities in the Register of expert groups is based on consent (Article 5(1)(d) of Regulation (EU) 2018/1725), unless specific and exceptional circumstances make it necessary to publish them to achieve the purpose of the processing operation, in accordance with Article 5(1)(a) of Regulation (EU) 2018/1725. No other types of personal data of representatives is published.

The submissions of members in the context of the work of expert groups and subgroups are generally made public, with personal data withheld where appropriate.

In the cases when the group is chaired by a person different than the Commission or its services, the name of this person may be published on the basis of consent (Article 5(1)(d) of Regulation (EU) No 2018/1725).

4. Which personal data do we collect and further process?

In order to carry out these processing operations, the Data Controller may collect the following categories of personal data:

- *Name;*
- *Function;*
- *Contact details (for example, e-mail address, telephone number, mobile telephone number, fax number, postal address, company and department, country of residence, IP address);*
- *Information for the evaluation of selection criteria or eligibility criteria (for example, expertise, technical skills and languages, educational background, professional experience, including details on current and past employment);*
- *Nationality;*
- *Gender;*
- *Interest represented (only for individuals applying to be appointed as members of expert groups or sub-groups representing a common interest shared by stakeholders in a particular policy area and for organisations applying to be appointed as members of expert groups or sub-groups, as well as for their designated representatives);*
- *Information included in the declarations of interests, including personal data of immediate family members as required in the declaration of interests (only for individuals applying to be appointed as members of expert groups or sub-groups in a personal capacity).*
- *Personal data that may be included in submissions of members of expert groups.*

The provision to the Commission service of the personal data required is mandatory to meet a legal requirement of selecting members of expert groups as set in Commission Decision C(2016)3301. In principle, for individuals appointed as members or observers in personal capacity to act independently and in the public interest and for individuals appointed as members or observers to represents a common interest, the types of personal data listed above (with the exception of contact details and information for the evaluation of selection criteria or eligibility criteria) are made publicly available on the Register of expert groups, in order to comply with the legal requirement to ensure transparency on the composition and functioning of Commission expert groups. If you do not provide the personal data required, possible consequences are that you will not be considered for selection as a member of an expert group or, if already selected, your membership will be suspended.

The submissions of members in the context of the work of expert groups and subgroups are generally made public, with personal data withheld where appropriate.

With the prior freely given, specific, informed and unambiguous consent of the representatives of organisations, Member States' authorities and other public entities, their names may also be published on the Register. They may furthermore be published in specific and exceptional circumstances where such publication is necessary to achieve the purpose of the processing operation.

The name of a person chairing the group, when this person is not from within the Commission (i.e. the group elects a chair from among its members or the Commission or its services appoint an individual as chair), may be published with his/ her prior freely given, specific, informed and unambiguous consent.

5. How long do we keep your personal data?

The Data Controller only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing. The following modalities apply:

- The competent Commission services keep personal data submitted to them as part of rejected applications for three years after the end of the selection process and do not process them for other purposes; these personal data are not published on the Register of expert groups.
- The expert group and some types of personal data of its members and observers, as described in Heading 4, are published on the Register of expert groups during the duration of existence of the expert group.
- When an individual is no longer member or observer or representative of a member or observer of an expert group listed in the Register of expert groups, all personal data related to this individual, including a declaration of interests, is removed from the Register and is therefore not public anymore.
- The competent Commission services keep personal data for the period during which the relevant individual is a member or an observer or a representative of a member or of an observer of the group and for five years after the date on which the individual is no longer member or observer or representative of a member or observer of the group. Following this five-year period, the personal data is transferred to the historical archives and a review takes place no later than 25 years after that transfer to the historical archives to evaluate whether to keep the data permanently or to delete some or all data.
- When a group is closed down, it remains published in the Register of expert groups for five years, with the indication 'Closed'. Those types of personal data other than the declarations of interests of members appointed in personal capacity that were published while the group was active remain visible on the Register of expert groups during these five years. On the contrary, the said declarations of interests are removed from the Register after closure of a group and are therefore not public anymore; they are however kept by the competent Commission service for a period of five years after the closure of the group. Following this five-year period after the closure of the group, the personal data is transferred to the historical archives and a review takes place no later than 25 years from that transfer to evaluate whether to keep the data permanently or to delete some or all data.
- An XML file is created daily with all the information regarding active groups. All versions of this file, showing the situation of the Register of expert groups as of the day it was created, are stored in a file server for 5 years and are not public.

6. How do we protect and safeguard your personal data?

Personal data submitted in paper form is stored in the competent Commission service. All personal data in electronic format (e-mails, documents, databases, uploaded batches of data, etc.) are stored on the servers of the Commission. All processing operations are carried out pursuant to the [Commission Decision \(EU, Euratom\) 2017/46](#) of 10 January 2017 on the security of communication and information systems in the European Commission.

In order to protect your personal data, the Commission has put in place a number of technical and organisational measures. Technical measures include appropriate actions to address online

security, risk of data loss, alteration of data or unauthorised access, taking into consideration the risk presented by the processing and the nature of the personal data being processed. Organisational measures include restricting access to the personal data solely to authorised persons with a legitimate need to know for the purposes of this processing operation.

7. Who has access to your personal data and to whom is it disclosed?

Access to your personal data collected in the course of the process of selection of members of expert groups is provided to the Commission staff authorised for carrying out this processing operation and to other authorised Commission staff according to the “need to know” principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

Certain personal data collected, as explained in Headings 4 and 5, are publicly available on the Register of expert groups.

The XML files referred to in Heading 5 are only accessible to a reduced number of users in the Secretariat-General (System Owner) and IT development team within the Commission (System Supplier).

Please note that pursuant to Article 3(13) of Regulation (EU) 2018/1725, public authorities (e.g. Court of Auditors, EU Court of Justice, European Ombudsman) which may receive personal data in the framework of a particular inquiry in accordance with Union or Member State law shall not be regarded as recipients. The further processing of those data by those public authorities shall be in compliance with the applicable data protection rules according to the purposes of the processing.

The information we collect will not be given to any third party, except to the extent and for the purpose we may be required to do so by law.

8. What are your rights and how can you exercise them?

You have specific rights as a ‘data subject’ under Chapter III (Articles 14-25) and Article 35 of Regulation (EU) 2018/1725, in particular the right to access your personal data and to rectify them in case your personal data is inaccurate or incomplete. Under certain conditions, you have the right to erase your personal data, to restrict the processing of your personal data, to object to the processing and the right to data portability.

You have the right to object to the processing of your personal data on grounds relating to your particular situation in accordance with Article 23(1) of Regulation (EU) 2018/1725.

As indicated in Heading 4, if you are a representative of an organisation, Member State or another public entity, you may consent to have your name published on the Register of expert groups. You can withdraw your consent at any time by notifying the Data Controller. The withdrawal will not affect the lawfulness of the processing carried out before you have withdrawn the consent.

Finally, and only as regards the publication of your name on the Register of expert groups, you may submit a request to the competent Commission service for a derogation where justified on compelling legitimate grounds in relation to your specific situation (such as the case where the publication of your name on the Register of expert groups could endanger your security or integrity).

You can exercise your rights by contacting the Data Controller or, in case of conflict, the Data Protection Officer. If necessary, you can also address the European Data Protection Supervisor. Their contact information is given under Heading 9 below.

Where you wish to exercise your rights in the context of one or several specific processing operations, please provide their description (i.e. their Record reference(s) as specified under Heading 10 below) in your request.

Data subject requests shall be handled within one month from receipt of the request by the Commission. That period may be extended pursuant to 14(3) of Regulation (EU) 2018/1725. Should more time be required to handle the request for justified reasons, the data subject shall receive a holding reply from the unit responsible for the request.

9. Contact information

- The Data Controller

Regarding the personal data collected in the course of the process of selection of the members of the expert groups, if you would like to exercise your rights under Regulation (EU) 2018/1725, or if you have comments, questions or concerns, or if you would like to submit a complaint, please contact the functional mailbox of the Commission service in charge of a specific expert group, DG INTPA, Unit E.3: EC-GGBAG@ec.europa.eu.

Likewise, as regards the data published on the Register of expert groups, please contact the corresponding Data Controller Secretariat-General, Unit H3: SG-EXPERT-GROUPS@ec.europa.eu.

- The Data Protection Officer (DPO) of the Commission

You may contact the Data Protection Officer (DATA-PROTECTION-OFFICER@ec.europa.eu) with regard to issues related to the processing of your personal data under Regulation (EU) 2018/1725.

- The European Data Protection Supervisor (EDPS)

You have the right to have recourse (i.e. you can lodge a complaint) 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 the Data Controller.

10. Where to find more detailed information?

The Commission Data Protection Officer (DPO) publishes the register of all processing operations on personal data by the Commission, which have been documented and notified to him. You may access the register via the following link: <http://ec.europa.eu/dpo-register>.

These specific processing operations will be included in the DPO's public register with the following Record references: DPR-EC-01066 and DPR-EC-00656.