

Privacy Notice – UEF Scientific Council Applications

The Union of European Federalists (UEF) is committed to protecting your personal data and respecting your privacy. This Privacy Notice explains how personal data submitted through the UEF Scientific Council application form is collected, used, stored, and protected in accordance with Regulation (EU) 2016/679 (General Data Protection Regulation – GDPR).

1. Data Controller

The data controller is:

Union of European Federalists (UEF)

Square de Meeûs 25

1000 Brussels

Belgium

Email: secretariat@federalists.eu

The UEF is responsible for determining the purposes and means of processing personal data collected through this application process.

2. Personal Data Collected

The UEF may collect and process the following categories of personal data:

- First name and last name;
- Email address and country of residence;
- Academic position, institution, department, and affiliation;
- Short biography and areas of expertise;
- Curriculum Vitae and any supporting documents voluntarily submitted;
- Any additional information provided through the application form.

3. Purpose of Processing

Your personal data will be processed exclusively for the following purposes:

- Evaluating applications for membership of the UEF Scientific Council;
- Communicating with applicants regarding the status of their application;
- Managing the composition and activities of the UEF Scientific Council;
- Maintaining records related to the operation of the Scientific Council;
- Publishing approved members' profiles on UEF communication channels where consent has been provided;
- Informing members and applicants about activities, consultations, events, publications, and initiatives related to the Scientific Council and the UEF.

4. Legal Basis for Processing

The processing of personal data is based on:

- The consent of the applicant pursuant to Article 6(1)(a) GDPR;

- The legitimate interest of the UEF in assessing applications and administering the activities of the Scientific Council pursuant to Article 6(1)(f) GDPR.

Applicants may withdraw their consent at any time without affecting the lawfulness of processing carried out prior to the withdrawal.

5. Data Sharing and Third-Party Service Providers

Personal data will be accessible only to authorised representatives of the UEF involved in the evaluation and administration of the Scientific Council, including members of the Executive Bureau and relevant staff or volunteers.

To facilitate the management of applications and communications, the UEF may use third-party service providers, including:

- Google Forms, for the collection of application data;
- Google Drive, for the storage and management of submitted documents;
- The UEF website (www.federalists.eu), for the publication of approved members' profiles and related information;
- Brevo, for email communications and newsletters;
- Substack, for publications, newsletters, and communication with members and subscribers.

These providers may process personal data on behalf of the UEF in accordance with their respective privacy policies and applicable data protection legislation.

Personal data will not be sold, rented, or disclosed to third parties for commercial purposes.

6. Publication of Information

If selected as a member of the Scientific Council, and only where explicit consent has been provided, the UEF may publish the following information:

- Name;
- Academic title and position;
- Institutional affiliation;
- Short biography;
- Areas of expertise.

The publication of such information serves the purpose of presenting the composition, expertise, and activities of the Scientific Council.

7. Data Retention

Personal data submitted through the application process will be retained for a period of **five (5) years** from the date of submission or, in the case of approved members, for five years following the end of their membership in the Scientific Council.

After the expiration of the retention period, personal data will be securely deleted or anonymised, unless a longer retention period is required by law.

8. International Data Transfers

Some of the service providers used by the UEF may process or store data outside the European Economic Area (EEA). Where such transfers occur, appropriate safeguards will be applied in accordance with the GDPR, including the use of Standard Contractual Clauses approved by the European Commission or other lawful transfer mechanisms.

9. Data Security

The UEF implements appropriate technical and organisational measures to protect personal data against unauthorised access, disclosure, alteration, loss, or destruction.

10. Your Rights

Under the GDPR, you have the right to:

- Access your personal data;
- Request rectification of inaccurate or incomplete data;
- Request the erasure of your personal data;
- Request restriction of processing;
- Object to processing where applicable;
- Request data portability;
- Withdraw consent at any time;
- Lodge a complaint with the competent data protection authority.

Requests concerning these rights may be addressed to:

secretariat@federalists.eu

11. Updates to this Privacy Notice

The UEF may update this Privacy Notice from time to time. Any significant changes will be published on the UEF website.

Last updated: June 2026