



ENERGYEFFICIENCY4SMEs – Privacy Notice

The EnergyEfficiency4SMEs Project in short “EE4SMEs Project” is a project co-funded by the European Union with the objective to increase the uptake of energy efficiency measures within SMEs. The EE4SMEs Project aims at enhancing the skills of energy technicians within a company to transform a technical study (boiler room level) into a strategic proposition which can be attractive to the top management (board room level) as well as to improve their know-how to access public incentives and private finance. Some of the specific project objectives are:

- Identification and analysis of the current best practices available for large companies and from these best practices further identify relevant cost-effective recommendations for SMEs from the identified sectors / sub-sectors.
- Definition of energy consumption measurement and energy audit reporting standards
- Post-audit analysis and handholding towards desired benchmark (Energy Performance Improvement Actions EPIA).
- Capacity building for all actors involved internally and externally (focused on management staff / Chambers)
- Analysis and evaluation of energy efficiency multiple benefits
- Rationalization of the information to the access to funding schemes for EPIA
- Evaluation and exploitation of results for the sustainability of the project

The EE4SMEs Project is implemented by a consortium of 24 partners established in 10 EU member states: Belgium, France, Italy, Austria, Cyprus, Malta, Bulgaria, Estonia, Spain and Germany (the “Consortium Members”).

1. Eurochambres, Association des Chambers de Commerce et d'Industrie Européennes, Belgium
2. CCI France, France
3. Chambre de Commerce et d'Industrie Nice Côte d'Azur (CCI NCA), France
4. CCI Région Bourgogne Franche-Comte (CCI BFC), France
5. Chambre de Commerce et d'Industrie de Région Nouvelleaquitaine (CCI NCA), France
6. Chambre de Commerce et d'Industrie de Région Auvergne-Rhonealpes (CCI ARA), France
7. Unione Regionale delle Camere di Commercio Industria Artigianato e Agricoltura del Veneto (UCV EIC), Italy
8. Fondazione Fenice Onlus (FGEP), Italy
9. Camera di Commercio Industria Artigianato e Agricoltura di Genova (CCIAA GEE), Italy
10. Azienda Speciale Riviera di Liguria (ASRL), Italy
11. Wirtschaftskammer Tirol (CCI Tirol), Austria
12. Energieinstitut der Wirtschaft GmbH (EIW), Austria
13. Kypriakon Emborikon Kai Biomichanikon Epimelitirion Griva (Cyprus CCI), Cyprus
14. Energy and Water Agency (EWA), Malta
15. Malta Business Foundation (MBB), Malta
16. Sdruzhenie Bulgarska Targovsko-Promishlena Palata (Bulgarian CCI), Bulgaria
17. Mtu Eesti Kaubandus-toostuskoda (Estonian CCI), Estonia
18. Camara Oficial de Comercio Industria Servicios y Navegacion De Murcia (CCI Murcia), Spain
19. Camara Oficial de Comercio Industria Servicios y Navegacion de Sevilla (CCSEV),



Spain

19. Cambra Oficial de Comerç i Indústria de Terrassa (la Cambra), Spain

20. Camara Oficial de Comercio Industria, Servicios y Navegacion de Valencia (CCI Valencia), Spain

21. Senercon GmbH (SEC), Germany

22. e7 Energy Innovation and Engineering, Austria

This Privacy Notice outlines how the Consortium members (hereafter “we”, “us” or “our”) processes your personal data when involved in the EE4SMEs Project or when using this website. The Consortium members are committed to protecting your personal data and want to inform you how we, or our service providers, collect, use, and disclose your personal data through your use of this website, and participation in the EE4SMEs Project including any data you may provide to us when you use our forms, sign up to our newsletter or submit an inquiry or comment. Personal data means any information about an individual from which that person can be identified. It does not include data where the identify has been removed (anonymous data).

We process your personal data in compliance with the European General Data Protection Regulation (EU) 2016/679, applicable national data protection laws and in accordance with the purposes, requirements and restrictions that are set out in this notice.

What personal data do we collect?

We may process different kinds of personal data that you communicate to us, including email addresses, names, phone number, country, employer’s name, function, username or other identifier, password, and any other data that you may share with us.

If you participate in a conference, event or meeting, we will keep a record of your participation and we may also process, among others, your dietary restrictions, feedback forms, photographs and videos, as well as transcripts and recordings.

How do we use your personal data?

We may use information from you or about you:

- to implement and manage your participation in the EE4SMEs Project as described above, this includes engaging with you in consultations, surveys, interviews , workshops, training courses, and events, writing minutes, taking attendance lists, distributing newsletters, documents or other publications to you;
- to collaborate with you as a partner;
- to promote the EE4SMEs Project and to disseminate its achievements to the wider public, this includes marketing the EE4SMEs Project Project through the use and publication of pictures, testimonials and videos via different channels (e.g., Projects’ website, social media etc.);
- for IT purposes, such as enhancing our website and identifying website usage trends.

We may disclose your personal data:

- to the staff of the Consortium members on a need to know basis and the European Commission for the above purposes;
- to our service providers who provide services such as website hosting and moderating, mobile application hosting, data analysis, IT services, e-mail and direct mail delivery services, auditing services, and other services, in order to enable them to provide services;
- to enable the functioning of the EE4SMEs Project website;

- as we believe to be necessary, if permitted or required by applicable law.

With your consent, we may also use and disclose information collected through the website in other ways.

The disclosure of personal data to the recipients set out above may involve the transfer of personal data to other jurisdictions outside the European Economic Area (“EEA”). Such countries may not have the same data protection laws as our jurisdiction. When we transfer personal data to a recipient outside of the EEA, we will always ensure appropriate safeguards are in place. You can request further information using the contact details below.

What is our legal basis for processing your personal data?

Our legal basis for collecting and using the personal data described above will depend on the personal data concerned and the specific context in which we collect it, this can be your consent, our legitimate interest to manage the EE4SMEs Project (e.g., communication with stakeholders, development of the infrastructure, managing our IT systems and audits etc.), and our compliance with legal and regulatory requirements under applicable laws (e.g., keeping records for tax purposes or for accounting, providing information to public authorities).

How long do we retain your personal data

We only retain personal data for as long as is reasonably necessary to fulfil the purposes we collected it for, including the purpose of satisfying any legal, regulatory, reporting or auditing requirements (usually for five (5) years after project termination). We may retain your personal data for a longer period in the event of complaint or if we reasonably believe there is a prospect of litigation.

What are your rights

You have the right to:

- Access the personal data we hold about you and to obtain a copy.
- Obtain the rectification of your personal data if it is inaccurate.
- Obtain the erasure of your personal data.
- Ask us to stop using your data, if you believe something is wrong, while we sort out the problems.
- Receive the personal data you have provided in a commonly used format, so you can take it somewhere else if you wish.
- Object to the use of your data for marketing purposes at any time.
- Lodge a complaint with your national Data Protection Authority, if you believe your rights are not being respected.

If you wish to exercise any of the rights set out above, please contact us (details below). We may need to request specific information from you in order to help us confirm your identity and ensure your rights to access your personal data (or exercise any of your other rights). We may also contact you to ask you for further information in relation to your request to speed up our response.

Event visibility - photographs and/or videos during events

By taking part in our Project events as a panellist or speaker, you grant us, and the European Commission full rights to use the images resulting from the photography/video filming, and any reproductions or adaptations of the images for dissemination purposes on our, or the European Commission’s websites and social media accounts, and in publications. By taking



part in our Project events as a participant, we'll ask for your consent to use the images resulting from the photography/video filming, and any reproductions or adaptations of the images for dissemination purposes on our or the European Commission's websites and social media accounts, and in publications.

How do we protect your personal data?

We take appropriate technical and organisational measures to safeguard and protect your personal data against unauthorised or unlawful processing and against accidental destruction, loss, access, misuse, damage and any other unlawful forms of processing of the personal data in our possession.

How to contact us

If you would like to contact us or if you have any question about this Privacy Policy, please contact privacy@eurochambres.eu with the reference to the Project.

This data privacy policy may be updated at any time and Eurochambres will notify you in writing of any material changes.

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