

Issued April 2023

THE LIVING AND WORKING IN THE EU AND NEIGHBOURING COUNTRIES' SURVEY

As EU Agencies, the [European Foundation for the Improvement of Living and Working Conditions](#) (or Eurofound) and the [European Training Foundation](#) (or ETF) embrace the need to protect your personal data. We, therefore, undertake to process it, as joint data controllers, with respect to the applicable law¹.

This document contains information about the processing of personal data for carrying out the *Living and Working in the EU and Neighbouring Countries'* survey. Please read it carefully.

What is the 'Living and Working in the EU and Neighbouring Countries' survey?

The survey charts the latest developments and challenges of living, working and learning in the EU Member States and several EU neighbouring countries². It is designed for a general population of 16 years or older living in the EU Member States, and a general population of 18 years or older living in additional neighbouring countries.

The outcomes of the study will be published in publications on ETF's and Eurofound's web and social platforms.

Who is responsible for this survey?

The survey will be done entirely in-house by Eurofound's and ETF's staff members. Eurofound is responsible for collecting and further processing the data (including email addresses) of the EU's participants, whilst ETF will be responsible for collecting and further processing the data of the neighboring countries' participants³. Only statistical data⁴ will be shared between the agencies.

¹ [Regulation \(EU\) 2018/1725 of the European Parliament and of the Council 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 \(or the EUDPR\).](#)

² Albania, Armenia, Azerbaijan, Bosnia and Herzegovina, Egypt, Georgia, Jordan, Kosovo*, Lebanon, Moldova, Montenegro, Morocco, North Macedonia, Palestine**, Serbia, Tunisia and Ukraine.

* This designation is without prejudice to positions on status, and is in line with UNSCR 1244/1999 and the ICJ Opinion on the Kosovo declaration of independence.

** This designation shall not be construed as recognition of a State of Palestine and is without prejudice to the individual position of the Member States on this issue.

³ ETF will be outsourcing survey data, without personal data, processing to a statistics service provider.

⁴ Statistical or aggregate data is considered anonymous data which, in turn, is not considered personal data.

What personal data will be processed?

Personal data concerned are:

- Country of survey respondent, gender, age, level of education attainment, country of birth;
- Answers to surveys questions on wide variety of life situation, labour market status, learning and society related topics;
- Email address, should you agree to be recontacted for follow-up purposes⁵.

What is the legal basis for processing the data?

All data collected and further processed in relation with this survey is necessary for the performance of research tasks carried out by the Agencies in the public interest⁶, as laid down in their Founding Regulations^{7,8}. The processing of your email address (for follow-up purposes) will be done only if you have given your consent⁹.

With regard to any data which you provide when contacting us (e.g., when exercising your data protection rights), it is necessary to comply with the legal obligation to answer your request¹⁰.

Who will have access to your personal data?

In the case of respondents living in the EU member states, duly authorised staff members within Eurofound, which abide by statutory confidentiality obligations, will have access to your email address should you decided to provide it for follow-up purposes. The remaining data to be collected and processed is anonymised data¹¹.

As mentioned above, Eurofound will have access to data from EU's participants exclusively, and ETF will have access to data from neighboring countries' participants exclusively. Only statistical data¹² will be shared between the agencies.

⁵ Exclusively processed by Eurofound; ETF will not collected nor further process this category of personal data.

⁶ Article 5(1)(a) of the EUDPR.

⁷ [Regulation \(EU\) 2019/127 of the European Parliament and of the Council of 16 January 2019 establishing the European Foundation for the improvement of living and working conditions \(Eurofound\), and repealing Council Regulation \(EEC\) No 1365/75](#), in particular Articles 1 and 2 thereof.

⁸ [Regulation \(EC\) No 1339/2008 of the European Parliament and of the Council of 16 December 2008 establishing a European Training Foundation \(recast\)](#), in particular Articles 1 and 2 thereof.

⁹ Article 5(1)(d) of the EUDPR.

¹⁰ Article 5(1)(b) of the EUDPR

¹¹ See footnote no. 4.

¹² Idem.

How will your data be secured?

Several security controls have been put in place to protect your personal data from unauthorised access, use or disclosure. Your data will be stored on servers, located in the European Union hosted by www.soscisurvey.de with access permitted uniquely for authorised research staff.

Your responses will be stored separately from your email address. Your answers will be used solely for research purposes. Your participation, together with your individual responses to the questions, will be kept strictly confidential. The results of the research will be anonymised and used for statistical information only. It is not possible to directly or indirectly identify you from these data.

For how long will your data be kept?

Personal data collected on the www.soscisurvey.de servers will be retained for the duration of the research until 30 September 2023, after which they will be deleted.

If you have agreed to be re-contacted for further research, your email address¹³ will be kept by Eurofound exclusively for up to five years before being securely deleted.

Will we transfer data outside the EU?

All data submitted while answering the survey will stay in the EU territory.

Does this processing involve automated decision-making, including profiling?

No decision is taken neither by Eurofound or ETF in the context of this processing activity solely on the basis of an automated processing of your personal data.

What are my rights and how can I exercise them?

Within the limits set by the law, you have the right to to access, rectify, erase and/or port your personal data, to restrict or object to the processing of your personal data, and to withdraw your consent (if obtained). Just note that withdrawal of your consent does not affect the lawfulness of processing while your consent was valid.

Should you wish to exercise any of these rights, please contact:

- a) esurvey@eurofound.europa.eu, if you reside in the EU; or

¹³ Only for respondents living in the EU member states.

- b) e-survey@etf.europa.eu, if you reside in one of the 17 neighbouring countries.

You also have the right to raise a complaint with the European Data Protection Supervisor should you consider that the processing of your personal data is in violation of the law. You will find more information [here](#).

Further information

Whom to contact

If you have comments or questions, any concerns or a complaint regarding the collection and use of your personal data, please feel free to contact the following:

A. If you reside in one of the EU Member States

You should address Eurofound at:

Wyattville Road, Loughlinstown, Dublin 18, Ireland

Tel: (+353 1) 204 3100; Fax: (+353 1) 282 64 56 / 282 42 09

E-mail: esurvey@eurofound.europa.eu

Data Protection Officer's E-mail: dataprotectionofficer@eurofound.europa.eu

B. If you reside in one of the 17 neighbouring countries

You should address ETF at:

Villa Gualino, Viale Settimio Severo 65, I - 10133 Torino – Italy

Tel: (+39) 011 630 222; Fax (+39) 011 630 2200

Email: e-survey@etf.europa.eu

Data Protection Officer's E-mail: DataProtectionOfficer@etf.europa.eu