

Annex 2: Participant Information Sheet – Stakeholder List

Participant information letter

You are invited to join the MaDiTraCe stakeholder network and contribute to the success of the project. This participant information sheet will provide you with information about context and purpose of your contribution, what data will be collected, and how your data will be used and stored. If you wish to be registered as a participant in the MaDiTraCe network, you will be asked to tick a box proving your consent with the data protection procedures described in this document.

If you register to join the MaDiTraCe network, any contact data requested will be included in a database for the exclusive use of project partners for project-related tasks. It will be solely used for the purpose of contacting individuals in order to:

- circulate invitations to participate in activities (workshops, conferences, digital events) related to the project,
- disseminate project updates, results and achievements, and
- gather relevant information for the MaDiTraCe project in the form of providing feedback and consultations.

Only personal data that is relevant for the project will be collected. No sensitive information will be gathered.

Do I have to take part? Can I withdraw my participation?

You are free to decide whether you want to take part or not. If you agree to participate, you have the right to change your mind and opt out at any time and without providing the reason.

What if I wish to withdraw my participation from the MaDiTraCe network?

You are free to withdraw at any stage by contacting contact@maditrace.eu or use the contact information at the end of this document. French Geological Survey (BRGM; project coordinator) represents the consortium's joint contact point. BRGM will handle the response and any necessary coordination with the consortium. Any information you have provided up to that point will be destroyed.

Who will receive the personal data I provide?

The personal data you provide will only be accessible to the MaDiTraCe consortium that is developing a certification system for tracking and tracing of mineral raw materials. Your data will not be accessible to or shared with other organisations or persons outside of the MaDiTraCe consortium. After subscription, the members of the project consortium will be the joint controllers of your data within the meaning of the GDPR.





In case you received a personal invitation to the stakeholder database by an individual consortium partner (see invitation email under data privacy), this partner remains controller of your data until you submitted your contact information for joining the MaDiTraCe network and agreed to the participant information. If you have any questions about data protection, please contact contact@maditrace.eu or use the contact information at the end of this document. BRGM as joint contact point will handle the response and any necessary coordination with consortium members.

Where is my data stored?

The information is collected via Mailjet by ISMC (consortium partner). The collection and use of personal data on Mailjet is subject to Mailjet's Privacy Policy (<https://www.mailjet.com/legal/privacy-policy/>) and Data Processing Addendum (<https://www.mailjet.com/legal/dpa/>). Since Mailjet is hosted inside the EU. In addition, the collected information may be securely stored on the project-internal Microsoft SharePoint system hosted by BRGM, subject to BRGM's privacy policies and the Data Processing Agreement of Microsoft Online Services. A copy of the Data Processing Agreement is being kept on file by the MaDiTraCe project. Access to the SharePoint system is only granted to consortium partners. For further information regarding the system's data protection procedures, please contact contact@maditrace.eu.

How long will my data be stored?

Your personal contact data (name, e-mail address and organisation) will be stored until five years after the end of the project and will then be deleted, unless there is a legal ground for the further processing of the data.

What are my rights (data subject rights)?

At any time, you have the right to information, access to and rectification or erasure of personal data, restriction of data processing, the right to data portability, the right to object, and the right to lodge a complaint with the respective National Data Protection Authority (e.g. that of your host country or of the data controller), pursuant to the applicable statutory regulations (notably Art 15 - 23 GDPR).

You can unsubscribe from our network and/or request for your personal information to be deleted anytime by opting to unsubscribe in the e-mails and/or newsletters that you receive from us, or by directly contacting contact@maditrace.eu.

Further information

If you would like to read more about MaDiTraCe and its efforts for tracking and tracing of mineral raw materials, please let us know and we will send you additional information. If you have been personally invited to join the network and have any questions about your invitation, please contact the data controller as provided in your invitation email or write to contact@maditrace.eu.





Joint Contact Point

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