Privacy Notice

Open Call for the selection of one Cultural Professional (CP)
FLAIR – Sierra de Montánchez y Tamuja / Valdefuentes

1. Basic data protection information

Item	Information
Controller	Wazo Sociedad Cooperativa · Tax ID F06724025 · Calle Santa Rita 16, 10180 Valdefuentes (Cáceres), Spain · info@wazo.coop
Purposes	To manage applications, verify eligibility, assess and select the Cultural Professional (CP), communicate the outcome, establish a reserve list where applicable, formalise the relationship with the selected person, and comply with the coordination, monitoring, reporting and control obligations of the FLAIR project.
Legal basis	Taking pre-contractual steps at the applicant's request and, if selected, performance of the corresponding contractual relationship; compliance with applicable legal obligations; and the legitimate interests of Wazo and the FLAIR consortium in ensuring a transparent, traceable and properly managed selection process.
Recipients	Authorised Wazo staff and members of the evaluation committee. Where strictly necessary for project coordination, quality control, governance, reporting or audit purposes, access may also be granted to LAMA Società Cooperativa Impresa Sociale and Asociația Acasă la Hundorf, partner organisations in the FLAIR consortium, as well as to the competent authorities and control bodies.
Rights	Access, rectification, erasure, objection, restriction of processing and data portability, where applicable, by contacting info@wazo.coop. You may also lodge a complaint with the Spanish Data Protection Agency (AEPD).
Additional information	Further details are provided in the sections below.

2. Data controller

Wazo Sociedad Cooperativa, Tax ID F06724025, with registered address at Calle Santa Rita 16, 10180 Valdefuentes (Cáceres), Spain, is the controller of the personal data collected for the Spanish FLAIR project open call.

General contact email and address for exercising data protection rights: info@wazo.coop.

3. Personal data processed

Wazo will process the information provided by the applicant through the form and supporting documents: identification and contact details; address, nationality and date of birth; academic and professional information; CV and portfolio; Research-Action proposal; language proficiency; availability, driving licence and access to a vehicle; signature; information contained in the identity document where this is required; and data generated during the assessment, such as scores, observations and communications.

The data are obtained directly from the applicant.

4. Purposes of processing

a) To register and process the application.

b) To verify compliance with the eligibility and participation requirements.

c) To assess the submitted documentation and, where applicable, conduct interviews or request clarifications.

d) To communicate admissions, exclusions, results and any requests to correct or complete an application.

e) To select and contract, or otherwise formalise the collaboration with, the chosen Cultural Professional.

f) To manage a reserve list where provided for in the Open Call Regulations.

g) To coordinate, supervise, report on and audit the funded activities of the FLAIR project.

h) To address complaints and protect the rights and legitimate interests of Wazo and the participants.

5. Legal basis

The processing required to manage the application and take steps prior to a possible contract is based on Article 6(1)(b) of the General Data Protection Regulation (GDPR): taking pre-contractual steps at the request of the data subject.

Where the applicant is selected, the processing required to formalise and perform the corresponding relationship is also based on Article 6(1)(b) GDPR.

Processing connected with applicable tax, accounting, control or statutory retention duties will be based on Article 6(1)(c) GDPR where the relevant legal obligation applies.

Process traceability, limited coordination between partners, quality control and the defence of legal claims may be based on the legitimate interests provided for in Article 6(1)(f) GDPR, subject to necessity, proportionality and restricted-access safeguards.

Consent will not be used as the legal basis for processing that is necessary to participate in the open call. Any separate optional purpose must be presented and requested independently.

6. Persons and organisations with access to the data

Access will be granted to Wazo staff who need to take part in managing the open call and to members of the evaluation committee, all of whom will be subject to confidentiality obligations.

According to the information provided by Wazo, the other FLAIR consortium organisations may also be granted access: LAMA Società Cooperativa Impresa Sociale and Asociația Acasă la Hundorf. Such access must be limited to the information strictly necessary for defined project coordination, governance, quality control, monitoring, reporting or audit functions.

Data may be made available to the European Commission, EACEA, auditors or other control authorities where required under the European funding framework or applicable law.

Applicants' CVs, portfolios, proposals, identity documents and contact details will not be published.

7. Service providers and digital tools

Wazo may use Google Forms, Google Drive and other digital services to collect, store and manage applications. Where these providers process personal data on Wazo's behalf, they must act as processors in accordance with Article 28 GDPR and provide appropriate security and confidentiality safeguards.

Before the form is published, Wazo must verify that the account used, access settings, contractual terms and processing locations are appropriate for this purpose.

8. International data transfers

Access by partner organisations established in Italy and Romania does not constitute an international transfer outside the European Economic Area.

The use of certain technology providers may involve processing from third countries. In such cases, Wazo will verify the existence of an adequacy decision or appropriate safeguards, such as standard contractual clauses, and provide the relevant information where required.

9. Retention periods

Personal data will be retained for the time necessary to process and resolve the open call.

Applications that are not selected will be retained until the expiry of the applicable complaint or appeal periods and, where a reserve list is established, until that list ceases to be valid. The data will then be erased or restricted, unless longer retention is necessary to address liabilities, audits or project reporting requirements.

The selected person's data will be retained throughout the corresponding relationship and afterwards for the periods required under tax, accounting, contractual, European funding and limitation rules.

Wazo will define these periods more precisely in its internal records of processing activities, consistently with the Grant Agreement and applicable national obligations.

10. Applicants' rights

Data subjects may request access to their personal data, rectification, erasure, restriction of processing, data portability where applicable, and may object to processing based on legitimate interests.

Requests must be sent to info@wazo.coop, indicating the right to be exercised and providing only the information necessary to verify the requester's identity.

A complaint may also be lodged with the Spanish Data Protection Agency (AEPD) where the data subject considers that the processing infringes data protection law.

11. Mandatory nature of the data

Fields and documents identified as mandatory are necessary to verify eligibility and assess the application. Failure to provide them may prevent the application from being admitted or processed.

Optional fields will be clearly identified, and leaving them blank will not disadvantage the application unless the Open Call Regulations provide a justified reason otherwise.

12. Automated decision-making

No decisions based solely on automated processing, and no profiling producing legal or similarly significant effects, are envisaged. The selection will be carried out by people in accordance with the criteria set out in the Open Call Regulations.

13. Security and confidentiality

Wazo will implement technical and organisational measures appropriate to the level of risk, including access controls, permission restrictions, confidentiality duties and secure document retention.

The organisations and persons granted access to complete applications must receive only the level of access necessary for their respective function.