

Privacy Notice

Version 1.0 | Effective 20 September 2026

Applies to the OPEN STAGE pre-opening website, expressions of interest, applications and programme administration by EUC Inovação Portugal.

1. Who is responsible for your data

The data controller is EUC INOVAÇÃO PORTUGAL, UNIPessoal, LDA, VAT/NIF PT 513474480, with registered office at Avenida da França, n.º 256, 8.º, 4050-276 Porto, Portugal. Privacy enquiries and requests to exercise data-protection rights may be sent to info@eucinovacaoportugal.com. If a formal Data Protection Officer is designated in the future, the relevant contact details will be published in this Notice.

2. What personal data we collect

At the expression-of-interest stage we may collect:

- first and last name
- email address
- country of residence
- current status (for example student, graduate, researcher or professional)
- field of study or professional area
- English-language level
- weekly availability
- preferred thematic track
- free-text response describing what you would like to explore

If you proceed to a full application or enrolment, we may additionally collect:

- CV and motivation statement
- LinkedIn or other professional-profile URL, if voluntarily provided
- Digital or Porto pathway preference and Porto Week availability
- billing details and tax information required for invoicing
- date of birth solely where needed to verify the 18+ participation requirement
- accessibility, dietary or health-related information only where you choose to provide it so that we can arrange appropriate support. Where such information constitutes special-category data, we rely on your explicit consent or another lawful basis available under applicable law.

3. Why we use your data and our legal bases

Purpose	Legal basis
Assess an expression of interest or application	Steps requested by you before entering a contract (GDPR Art. 6(1)(b))
Administer admission, enrolment, mentoring, the Porto Week and programme delivery	Performance of a contract (Art. 6(1)(b))
Issue invoices and keep legally required accounting records	Legal obligation (Art. 6(1)(c))
Send programme updates to people who are not enrolled	Consent (Art. 6(1)(a)); you can withdraw at any time
Identify the participant as author of an approved Project Output	Performance of a contract and the Publication & IP Policy (Art. 6(1)(b))
Protect the website, prevent abuse and maintain security logs	Legitimate interests (Art. 6(1)(f))

Process optional accessibility or dietary information	Explicit consent where required (Art. 9(2)(a))
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4. Who may receive your data

Access is limited to what is necessary. Recipients may include:

- authorised EUC staff
- the tutor assigned to an admitted participant
- hosting, form, email, videoconferencing, document-storage and payment providers acting as processors
- accounting, tax, legal and insurance advisers where required
- public authorities where disclosure is required by law

We do not sell personal data. Providers are selected subject to appropriate contractual and security safeguards.

5. International transfers

Some technology providers may process data outside the European Economic Area. Where this occurs, EUC will rely on an adequacy decision, Standard Contractual Clauses or another lawful transfer mechanism under Chapter V GDPR, together with supplementary safeguards where appropriate. The specific provider stack will be documented before each service is activated.

6. How long we keep data

Data category	Retention period
Expression of interest not progressing to enrolment	12 months after the last substantive contact
Full application not admitted	12 months after the decision
Participant programme records	Programme duration plus up to 5 years, where needed for evidence, quality assurance or legal claims
CV after selection cycle	Deleted at the end of the relevant retention period unless you separately consent to remain in a future-talent pool
Invoices and supporting accounting records	10 civil years, in line with Portuguese tax/accounting retention requirements
Marketing consent records	Until withdrawal, plus a minimal suppression record where needed to respect the withdrawal

7. Your rights

Subject to the GDPR and applicable Portuguese law, you may have rights of access, rectification, erasure, restriction, portability, objection and withdrawal of consent. Requests are free of charge and should be sent to info@eucinovacaoportugal.com. EUC will normally respond within one month, subject to the extensions permitted by law.

You may also lodge a complaint with the Portuguese supervisory authority, Comissão Nacional de Proteção de Dados (CNPD).

CNPD website: www.cnpd.pt

8. Human decision-making

OPEN STAGE admission decisions are made by people. EUC does not use solely automated decision-making that produces legal or similarly significant effects on applicants.

9. Adults only

OPEN STAGE is intended for people aged 18 or over. If we become aware that personal data from a minor has been submitted by mistake, we will take reasonable steps to delete it.

10. Cookies and website analytics

During pre-opening, the landing page uses only the technical functionality required to display the site and process the form; no analytics or advertising cookies are set. If non-essential analytics, advertising or tracking cookies are introduced, EUC will update this Notice and deploy an appropriate consent mechanism before those technologies are activated.

11. Security

EUC applies organisational and technical measures designed to protect personal data against unauthorised access, alteration, disclosure or loss. No internet service can be guaranteed to be completely secure; participants should avoid submitting unnecessary sensitive information through free-text fields.

12. Changes to this Notice

We may update this Notice when the programme, providers or legal requirements change. The version and effective date shown at the top identify the notice applicable at a given time. Material changes will be highlighted on the website or communicated to affected participants where appropriate.

13. Form wording

Required acknowledgement: "I have read the Privacy Notice and I understand how EUC Inovação Portugal will process my data to assess my expression of interest."

Optional marketing consent: "I agree to receive updates about OPEN STAGE cohorts and related programmes. I can withdraw at any time."

Legal framework

This Notice is intended to operate under Regulation (EU) 2016/679 (GDPR) and Portuguese Law no. 58/2019 of 8 August. Accounting-document retention reflects Article 52 of the Portuguese VAT Code as in force in 2026.

Contact

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