

ESF.01.S1

ACCESS TO EMPLOYMENT SCHEME

Annex II¹: Collection of the Common Immediate Indicators (up to 4 weeks after participants' exit/completion)

A. LEGAL REQUIREMENTS IN RELATION TO DATA COLLECTION

The Managing Authority responsible for the management of EU Funds in Malta - the Planning and Priorities Coordination Division (PPCD) - is legally required to collect and store data about each participant benefitting from an ESF intervention. Personal participant data will be kept internally and will be used to extract statistical information on participants. Participants are to note that only statistical data will be reported to the European Commission.

In this regard, Beneficiaries implementing ESF projects have been entrusted with the collection of personal data from all ESF participants. The data to be collected through this form and through subsequent forms or surveys, as applicable, will be used for the sole purpose for which they are intended, that is; (i) keeping record of participants' efforts in the ESF-funded intervention; and (ii) for evaluation and monitoring purposes in line with Regulation (EU) 1303/2013 and Annex I of Regulation (EU) 1304/2013.

EU Regulation 1304/2014 provides Member States with the legal basis to justify the collection and processing of personal data from participants of ESF projects.² The Beneficiary, the Managing Authority and any third parties assigned to carry out monitoring and evaluation activities in line with the requirements set out in the aforementioned EU Regulations, will treat personal data in the strictest confidence and in accordance with the provisions of the General Data Protection Regulation (EU) 2016/679, the Data Protection Act (Chapter 586) and any subsequent updates. Personal participant data will not be used for any other means or for any other purpose that is incompatible with that for which the data is being collected. **Personal data will under no circumstances be made public.**

¹ This version is to be used at exit, for participants who filled in the A2E Employee's Details (Sept 2019) at entry.
Main change: 'Education/Training upon entry' is omitted from this form, being collected through the revised A2E Employee's Details (Sept 2019)

² Annex I of Regulation (EU) No. 1304/2014 makes reference to GDPR Regulation (EU) No. 2016/679, Article 6, repealing previous Article 7 of Directive 95/46/EC, which provides a list of criteria establishing the lawfulness of processing of data, and states that: processing is necessary for compliance with a legal obligation to which the controller is subject.

B. DATA ON PARTICIPANTS

All sections must be filled in by all participants benefitting from EU-funded projects.

Kindly ensure that the information being provided is accurate, complete, and represents your current situation.

PERSONAL DETAILS

Name _____

Surname _____

ID Card Number _____

Apart from your participation in this ESF project, are you **currently** in other education or training activities (including lifelong learning, formal education, off-the-job/on-the-job training, vocational training, etc.)? *Note: If you were in education or training in the past but are currently not in education/training, your answer should be 'No'.*

Yes

No

C. EACH PARTICIPANT IS TO FILL IN THE BELOW SECTION:

I. Questions for participants being employed through the Access to Employment Scheme:

1. Are/were you in education/training activities up to 4 weeks after you exited/completed the ESF project?

Yes	<input type="radio"/> → Go to question 2
No	<input type="radio"/> → Go to question 2

2. Are/were you in employment, including self-employment, up to 4 weeks after you exited/completed the ESF project?

Yes	<input type="radio"/> → Final
No	<input type="radio"/> → Go to question 3

3. Are/were you job searching (without work, available for work and actively seeking work, including registered unemployed) up to 4 weeks after you exited/completed the ESF project?

Yes, I was job searching	<input type="radio"/> → Final
No, I remained inactive	<input type="radio"/> → Final

SIGNATURE AND CONSENT

I, the undersigned, hereby confirm that the information provided in this form is correct.

I also provide my consent to be contacted by the Managing Authority, the Beneficiary or other third parties following my participation in the ESF project, for the purpose of providing additional data and feedback, as may be required for reporting purposes, monitoring and evaluation.

PARTICIPANT'S SIGNATURE _____



Operational Programme II - European Structural and Investment Funds 2014-2020
"Investing in human capital to create more opportunities and promote the well-being of society"
Aid scheme part-financed by the European Social Fund
Co-financing rate: 80% European Union; 20% National Funds

