



Nr.	Item	Explanation
<b>Processing of personal data on the occasion of Safety Publication tool subscriptions.</b>		
1.	Last update of this record	01.12.18
2.	Reference number	002
<b>Part 1 - Article 31 Record</b>		
3.	Name and contact details of controller	Controller: European Aviation Safety Agency, Konrad-Adenauer-Ufer 3, 50668 Cologne, Germany Contact: Safety Information Section Manager Email address: ADs@easa.europa.eu
4.	Name and contact details of DPO	<a href="mailto:dpo@easa.europa.eu">dpo@easa.europa.eu</a>
5.	Name and contact details of joint controller (where applicable)	Not applicable
6.	Name and contact details of processor (where applicable)	Not applicable
7.	Purpose of the processing	The purpose of the personal data processing is to maintain a list of subscribers to the Safety Publications tool who receive Airworthiness Directives & Safety information Publications from the Agency.
8.	Description of categories of persons whose data EASA processes and list of data categories	Names, Contact details (email & telephone) and Organisation name of identified subscribers.
9.	Time limit for keeping the data	Collected personal data are recorded and stored as long as required for the purpose described under point 7.



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10.	Recipients of the data	EASA staff who are tasked as part of their responsibilities to manage the subscription process of the Safety Publication tool, without prejudice to a possible transfer to bodies in charge of a monitoring, auditing or inspection function in accordance with European Union legislation.
11.	Are there any transfers of personal data to third countries or international organisations? If so, to which ones and with which safeguards?	No
12.	General description of security measures, where possible.	Safety Publication subscription data is stored electronically in systems with controlled access for authorised personnel only access basis and is secured by standard EASA IT security practices.
13.	For more information, including how to exercise your rights to access, rectification, object and data portability (where applicable), see the privacy statement:	Privacy Statement