



Nr.	Item	Explanation
Processing of personal data on the occasion of Examiner standardisation project		
1.	Last update of this record	01.12.2018
2.	Reference number	021
Part 1 - Article 31 Record		
3.	Name and contact details of controller	Controller: European Aviation Safety Agency, Konrad-Adenauer-Ufer 3, 50668 Cologne, Germany Contact: Deputy Head of Finance & Procurement Department / Accounting Officer FCL@easa.europa.eu
4.	Name and contact details of DPO	dpo@easa.europa.eu
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 this project is to process relevant data from pilot examination sessions to assess the consistency of practical skill tests for pilots across the EASA Member States and to identify regulatory improvements in the field. The primary benefit envisaged from the project is an analysis of how historical differences in the pilot licensing systems in the various Member States influences the current practices in respect of these skill tests. This will enable the Agency to provide appropriate feedback to rulemaking activities, in particular the review of Sub-Part K of Regulation (EU) 1178/2011.
8.	Description of categories of persons whose data EASA processes and list of data categories	Examiners and applicants in particular during Commercial Pilot Licences and Instrument Ratings skill tests. Data categories: Video recording, Photo, audio recording, transcript and reports of skill tests examination sessions of the skill tests.



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9.	Time limit for keeping the data	<p>The initial collection of data is done by representatives of the local competent authority and then transmitted to the Agency. Thereafter, the Agency manages the data. After transmission of the data, the local competent authority is under the obligation to delete the data initially collected.</p> <p>Personal data of data subjects will be kept for no longer than necessary after the recording and in any event no more than 12 months. Once the recording has been analysed and made anonymous the raw data (recording) will be permanently erased. The outcome of this analysis will be used to assist the envisaged rulemaking task to review the requirements for examiners.</p> <p>The data resulting from completion of the compliance checklist, once anonymised, may be used for any reasonable historical, statistical or scientific purposes.</p>
10.	Recipients of the data	<p>A project team of EASA staff is set up to analyse data and report their evaluations. Other recipients include: EASA IT department staff, EASA staff involved with the project, team project members, internal and external experts and members of National Aviation Authorities, i.e. National Aviation Authority assessors and examiners.</p>
11.	Are there any transfers of personal data to third countries or international organisations? If so, to which ones and with which safeguards?	<p>No</p>
12.	General description of security measures, where possible.	<p>Data is electronically stored with password restricted access. Security roles are linked with personnel profiles.</p>
13.	For more information, including how to exercise your rights to access, rectification, object and data portability (where applicable), see the privacy statement:	<p>See privacy statement.</p>