



## Privacy statement

### Processing of personal data on the occasion of Declarations of Interest of EASA staff

Personal data will be processed in accordance with Regulation (EU) No 2018/1725 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001.

#### Purpose:

The purpose of the personal data processing is the collection of Declarations of Interest in accordance with the Code of Conduct for EASA staff, in particular Annex 1 thereof, with the objective:

- to ensure the impartiality and independence of the staff of the Agency being one of the key principles of the governance of all EU Institutions and Agencies;
- to ensure their integrity when performing their functions, in particular to avoid from dealing with any matter in which they have a direct or indirect personal interest that has the potential to compromise their independence and, by extension, the interests of the institution or body to which they belong;
- to prevent, mitigate and avoid situation of potential Conflict of Interest or of alleged or actual Conflict of Interest.

#### Personal data collected and further processed:

Data subjects:

- EASA staff members covered by Staff Regulations and CEOS
- Seconded National Experts
- Trainees, interims, consultants

Categories of personal data:

- First name, surname, job title
- Concerning the data subject's private sphere
- Concerning recruitment and contracts
- Concerning the data subject's family
- Concerning the data subject's career

#### Data controller:

Head of Human Resources Department; [hr.info@easa.europa.eu](mailto:hr.info@easa.europa.eu)

#### Recipients of personal data:

Line manager (i.e. Head of Departments), staff members who are involved in the assessment of the information provided as to the qualification or limitation of the participation of an individual in the activities of the Agency (i.e. Director, Executive Director), members of the Ethical Committee, staff members from the HR Department, if appropriate, staff member from the Legal Department, the Internal Audit Service. This is without prejudice to a possible transfer to bodies in charge of a monitoring, auditing or inspection function in accordance with European Union legislation.

#### Data retention:

Collected personal data are recorded and stored as long as 7 years in accordance with Article 6.5 of the Annex I to the Code of Conduct for EASA staff.



PRIVACY STATEMENT

Ref 029

Declarations of Interest of  
EASA staff

**Contact & exercise of rights:**

Should you require further information concerning the processing of your personal data or exercise your rights (e.g. access or rectify any inaccurate or incomplete data), please contact the Data Controller.

**Recourse:**

Data subjects have at any time the right to make a complaint regarding the processing of their personal data to [the European Data Protection Supervisor](#).