



## Privacy statement

### Processing of personal data on the occasion of Managing Partnership Agreements with NAAs and service contracts with Qualified Entities

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 data is collected and processed with the purpose of:

1. Standard contract management procedures, including assignment of tasks;
2. Maintaining a database of external experts available to work on Agency technical tasks.

#### Personal data collected and further processed:

EASA collects data of:

Contact person at the national competent authority (NAA) or the qualified entity (QE) responsible for the partnership agreement or service contract;

- Signatory of the partnership agreement or service contract at the national competent authority (NAA) or the qualified entity (QE);
- Experts from the NAA or QE approved to work on EASA tasks.

EASA collects the following data categories:

- Name
- Surname
- Function
- Expertise disciplines (only for Experts from the NAA or QE approved to work on EASA tasks).

#### Data controller:

Head of Applicant Services Department, [applicant.services@easa.europa.eu](mailto:applicant.services@easa.europa.eu)

#### Recipients of personal data:

Inside EASA, the recipients are the staff members responsible for managing the agreements and contracts, and assigning tasks; Outside EASA, the recipients are the staff members at the NAA or QE responsible for managing the agreements and contracts, and assigning tasks, 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 is required in order to discharge the Agency's responsibilities in the event of accident or failure of the products, parts, appliances and organisations it certifies.

#### 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](#).