



PERSONAL DATA PROCESSING RECORDS AND COMPLIANCE CHECK LIST	Ref	[081
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Nr.	Item	Explanation
<b>European Information Sharing and Cooperation Platform on Conflict Zones</b>		
1.	Last update of this record	11.02.2021
2.	Reference number	081
<b>Part 1 - Article 31 Record (recommendation: publicly available)</b>		
3.	Name and contact details of the controller and of the staff member responsible	Controller: European Union Aviation Safety Agency (EASA) Staff member responsible: <b>Aviation Security and Intelligence Expert</b> Contact: <a href="mailto:conflictzones@easa.europa.eu">conflictzones@easa.europa.eu</a>
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)	N/A
6.	Name and contact details of processor (where applicable)	The Agency holds a service contract with third party supplier (Osprey Flight Solutions) to make the information contained in the European Information Sharing and Cooperation Platform on Conflict Zones available. To enable access to the Platform the supplier needs to process the email address and the name of the person who has been granted membership. The contact details of the company are available below: Osprey Flight Solutions Email: <a href="mailto:info@ospreyfs.com">info@ospreyfs.com</a> Tel: +44 2086 112 659
7.	Purpose of the processing	The data will be processed to grant access to the European Information Sharing and Cooperation Platform on Conflict Zones.



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8.	Description of categories of persons whose data are processed by EASA and list of personal data categories	<p>Categories of persons whose data are processed by EASA:</p> <ul style="list-style-type: none"><li>- Representatives of the EU Institutions,</li><li>- Representatives of EASA Member States and UK</li><li>- Representatives of air carriers with AOC issued by EASA State, UK or EASA</li></ul> <p>Categories of personal data processed:</p> <ul style="list-style-type: none"><li>- First name,</li><li>- Family name</li><li>- Title</li><li>- Job title</li><li>- Email address</li><li>- Business Phone</li><li>- Mobile Number</li></ul> <p>Please see the registration form for details.</p>
9.	Time limit for keeping the data	The data will be kept from the moment the registration form has been received and kept for the duration of the membership. Once the membership is over, all personal data will be deleted.
10.	Recipients of the data	The data will be accessible only to persons involved in managing the authorisations to access the Platform at EASA.
11.	Are there any transfers of personal data to third countries or international organisations? If so, to which ones and with which safeguards?	Yes. Data will be processed by the contractor in UK in accordance with the EU-UK Trade and Cooperation agreement (Article FINPROV.10A)
12.	General description of security measures, where possible.	There will be standard security measures applied to all EASA IT network.
13.	For more information, including how to exercise your rights to access, rectification, object and data portability (where applicable),	



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Nr.	Item	Explanation
	see the below privacy statement.	



## PRIVACY STATEMENT

[European Information Sharing and Cooperation Platform on Conflict Zones] [Ref 81 ]

### 1. What personal data do we collect?

- First name,
- Family name
- Title
- Job title
- Email address
- Business Phone
- Mobile Number

### 2. For what purpose do we collect personal data and on which legal basis?

The personal data are collected in order to grant access to the European Information Sharing and Cooperation Platform on Conflict Zones.

The legal basis for collecting the data is Article 5 (d) of the Regulation (EU) 2018 / 1725. In absence of the data subject's unequivocal consent to the processing of the personal data as requested in the Registration Form will result in the rejection of the application to join the European Information Sharing and Cooperation Platform on Conflict Zones.

### 3. Who may receive your personal data?

Your personal data is processed only by persons (EASA staff or EASA contractors) involved in managing the authorizations to access the Platform at EASA. .



#### 4. How long are your personal data kept?

Your personal data will be kept for the time during which your membership to the Platform is active. Once the membership is over, all personal data will be deleted.

#### 5. What are your rights?

You have the right to request from EASA access to and rectification or erasure of your personal data or restriction of processing.

You also have the right to withdraw at any time your consent for EASA to process your personal data. This will result in termination of your membership in the Platform. The withdrawal of consent shall not affect the lawfulness of processing based on consent before the withdrawal.

EASA should provide information on actions taken upon a request within one month of receipt of the request. That period may be extended by two further months where necessary, taking into account the complexity and number of the requests.

A breach concerning personal data bearing a risk to the rights and freedoms of the data subject will be communicated to you. EASA will also ensure the confidentiality of electronic communications.

#### 6. Who is the data controller and how to exercise your rights?

EASA exercises the tasks of the data controller for the purpose of these processing operations.

To exercise the mentioned rights, you can contact the controller by sending an email to: [conflictzones@easa.europa.eu](mailto:conflictzones@easa.europa.eu)

If you consider your data protection rights have been breached, you can always lodge a complaint with the EASA's Data Protection Officer ([dpo@easa.europa.eu](mailto:dpo@easa.europa.eu)) or with the European Data Protection Supervisor: [edps@edps.europa.eu](mailto:edps@edps.europa.eu).