



## Privacy statement

### Processing of personal data on the occasion of the Design Organisation Approval process (DOA).

Personal data will be processed in accordance with Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 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 and Decision No 1247/2002/EC.

#### Purpose:

The purpose of the personal data processing is to enable storing of personal data of EASA Form 4 holders for each Design Organisation as well as a contact list to exchange information in order to support EASA in complying with its mandate according to Part 21 Subpart J and Part 21.A.243 (d).

#### Personal data collected and further processed:

EASA Form 4 requests applicable Applicants to provide:

- names,
- positions,
- details of the qualifications
- work experience of the Management Personnel required to be accepted as specified in Part 21.A.243 (d).

#### Data controller:

Controller: European Aviation Safety Agency, Konrad-Adenauer-Ufer 3, 50668 Cologne, Germany

Contact: Deputy Head of DOA Department.

Email address: [doa@easa.europa.eu](mailto:doa@easa.europa.eu)

#### Recipients of personal data:

EASA, National Aviation Authority and QE (when used) staff, who are tasked as part of their responsibilities to work on DOA related activities 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:

Personal data on EASA Form 4 is recorded and stored as long as required for the purpose described above (safety reasons), i.e. in case of an aircraft accident/incident whereby the data may be needed at a future date to support an investigation, etc.

#### 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](#).