

Privacy statement on the protection of personal data in relation to the online contact form on EUSPA's website www.euspa.europa.eu

All personal data are dealt with in compliance with the applicable rules 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 (currently Regulation (EU) No 2018/1725).

The following data protection information notice outlines the criteria by which the EUSPA collects, manages and uses the data in relation to the online contact form on EUSPA's website www.euspa.europa.eu.

Identity of the controller:

Controller: European Union Agency for the Space Programme (EUSPA), Head of the Communications Department; com@euspa.europa.eu

DPO: European Union Agency for the Space Programme (EUSPA), Data Protection Officer; dpo@euspa.europa.eu

Purpose of processing:

The purpose of the processing is the provision of a response to the queries submitted by web users.

Data/Categories of data concerned:

Data collected via the submission form:

Data subjects submit the following mandatory data: name, email address, subject of query (e.g. market information, public procurement etc.) and any other information that may be included in the data subjects' message (free-text field).

Recipients/Categories of recipients of the data processed:

Access to personal data is granted on a 'need to know' basis to:

- A limited number of staff of the EUSPA managing the queries.
- Data processors: EUSPA engages the following external contractors which are bound by personal data protection rules equal to those applying to the EUSPA:
 - a limited number of staff of the EUSPA contractors in charge of the communication services;
 - staff of the EUSPA contractor, including its subcontractors (i.e. sub-processors), in charge of providing cloud hosting servers;

Any recipient shall be reminded of its obligation not to use the data received for other purposes than the one for which they were transmitted.

Legal basis/Lawfulness of the processing:

- Processing is based on the consent of the data subject (Art. 5(1)(d) of Regulation 2018/1725): all users must indicate their consent to the processing of the personal data by filling in and submitting the online consent form available on the EUSPA contact form website.

Information on the storage locations and retention period of personal data:

1. Personal data is stored electronically on the servers of the EUSPA contractors mentioned above which are located in the EU, with the exception of the EUSPA contractor in charge of providing cloud hosting servers (analysed in the section below);
2. Personal data will be retained therein *no longer than three months* from the date of submission of the user's email; once the retention period is over, personal data are destroyed

Transfer of personal data to third countries:

The EUSPA contractor in charge of providing cloud hosting servers is established in the Union, however personal data may also be transferred to other entities outside the Union in the course of the service provision. In such cases, the contractor has committed contractually that potential transfers out of the Union, European Economic Area and Switzerland shall be governed by the EU Model Clauses (i.e. Standard Contractual Clauses), in accordance with Article 48(2)(b) Regulation (EU) 2018/1725.

Furthermore, the EUSPA data controller has assessed that the standard contractual clauses adopted by the Commission in conjunction with the obligations of the EUSPA contractor and/or its sub-processors under the Contract in terms of disclosure of personal data and security of processing, offer a level of protection equal to that offered within the Union.

The data subjects' rights:

Data subjects have the right:

- To obtain confirmation as to whether or not his or her personal data are being processed, access the data and obtain detailed information on the processing;
- Of rectification of inaccurate personal data;
- Of erasure of personal data if the statutory provisions are met;
- Of restriction of processing if the statutory provisions are met;
- To data portability;
- To withdraw the consent to personal data processing at any time without affecting the lawfulness of the processing before the consent's withdrawal;
- To lodge a complaint to the European Data Protection Supervisor at EDPS@edps.europa.eu should they consider that the processing operations do not comply with Regulation (EU) No 2018/1725.

Any request for the exercise of any of the abovementioned rights shall be addressed to the EUSPA Communications Department at com@esupa.europa.eu; data subjects are kindly requested to describe their requests explicitly.

Contact information:

- Regarding the processing of your personal data: com@euspa.europa.eu;
- Regarding the interpretation, application or breach of Regulation (EU) 2018/1725, please contact the EUSPA Data Protection Officer (DPO) at dpo@euspa.europa.eu.