

# Privacy Statement on Agency Consultations

## 1. PURPOSE OF THE CONSULTATION

The aim of the consultation process is to obtain the views of stakeholders or persons concerned whenever the Agency is required to address its recommendations to the Commission on matters that have a direct impact on these categories of subjects.

## 2. PROCESSING OF PERSONAL DATA

As consultation implies the collection and further processing of personal data, Regulation (EC) 45/2001 of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data, applies.

## 3. WHAT PERSONAL INFORMATION DO WE COLLECT AND THROUGH WHICH TECHNICAL MEANS?

### Identification Data

The personal data collected and further processed are data necessary for the participation in the consultation, such as name, surname, organisation, e-mail addresses of the contributors, including their views on the topics concerned.

## 4. WHO HAS ACCESS TO YOUR INFORMATION AND TO WHO IS IT DISCLOSED?

In accordance with Article 4 of Regulation (EC) N° 1049/2001 of 30 May 2001 regarding public access to European Parliament, Council and Commission documents and Article 8.2 of the “Arrangements to be applied by the Agency for public access to documents” – Annex to MB Decision N°145 of 29 November 2016, the Agency is committed to grant access to any document you have submitted during the consultation phase, by publishing the outcome on the ERA website.

In a later stage, your opinions will be included in the report accompanying the recommendation to the Commission, as provided for in Articles 6 and 7 of the Agency’s Regulation.

In order to ensure the reliability of your contribution and for transparency reasons, some of your personal information may be published as well, where appropriate, without any further processing which is incompatible with the purpose of the consultation. You can specify what personal information you agree to be published by checking the relevant box in the Comment Sheet.

## 5. HOW DO WE PROTECT AND SAFEGUARD YOUR INFORMATION?

The collected personal data and all information related to the above-mentioned consultation are managed according to the Agency’s IT security rules.

## 6. HOW CAN YOU VERIFY, MODIFY OR DELETE YOUR INFORMATION?

In case you wish to verify which personal data is stored on your behalf by the responsible controller, have it modified, corrected or deleted, please contact the Data Controller by using the contact information below and by explicitly specifying your request.

## 7. HOW LONG DO WE KEEP YOUR DATA?

Your personal data will remain in the database until the results have been completely analyzed and will be rendered anonymous when they have been usefully exploited, and at the latest after twelve months from the end of the consultation. This does not apply to personal data whose online publication has been consented. These data will remain available on the Agency's website.

## 8. CONTACT INFORMATION

Practical questions on the public consultation can be sent to the project manager in charge of the organisation of the relevant consultation at the consultation functional mailbox:

In case you wish to verify which personal data is stored on your behalf by the responsible Data Controller, to rectify them, or if you have questions concerning any information processed in the context of the consultation, feel free to contact the Data Controller (Head of Unit responsible for the consultation), via the "contact us" form on the Agency website, selecting as type of request: "Data protection" and indicating the **consultation reference**.

For any questions related to your rights, you are entitled to contact the Data Protection Officer of the Agency at [dataprotectionofficer@era.europa.eu](mailto:dataprotectionofficer@era.europa.eu).

## 9. RECOURSE

Complaints, in case of conflict, can be addressed to the [European Data Protection Supervisor](#).