

**Privacy statement regarding protection of personal data in relation to the online PRESS Pre-registration form to European Space Solutions (ESS) Conference**

All personal data are dealt with in compliance with Regulation (EC) No 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 (Regulation (EC) 45/2001).

The following data protection information notice outlines the criteria by which the data is collected, managed and used in relation to the European Space Solutions (ESS) Conference.

**Identity of the controller:**

Controller: GSA Executive Director.

Delegated controller: Head of Communications Department.

**Purpose of processing:**

The purpose of the processing is the management/organisation of the event, including management of: lists for contacts, invitations, participants, event news and updates dissemination, and follow-up actions.

**Data concerned:**

Data necessary for the organisation and management of the event:

- Name, surname, country, entity represented, position, organisation category, email address.

**Legal basis:**

Data subject's consent

**Recipients of the data processed:**

The access to the personal data is granted on the basis of the 'need to know' principle to a limited number of GSA staff managing the organisation of the event and to a limited number of GSA contractor's staff (such as Anwendungszentrum GmbH Oberpfaffenhofen (AZO), GOPA COM. S.A. or Creaset) providing event organisation support services.

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

**Lawfulness of processing:**

The lawfulness of the processing is based on Article 5(d) of Regulation (EC) No 45/2001. Data subjects unambiguously give their consent by submitting the online participation form.

**Information on the retention period of personal data:**

Personal data are kept as long as follow-up actions to the event are necessary with regard to the purpose of the processing of personal data but *no longer than 12 months* from the date of the event. Personal data are stored in the GSA servers. Some information might be stored in the servers of the GSA's contractor (such as AZO, in Germany) abiding the necessary security provisions.

Your personal data will be part of a list of contact details shared internally amongst the staff of GSA and the GSA contractors such as (AZO, GOPA COM. S.A. or Creaset) for the purpose of contacting you in the future in the context European Space Solutions (ESS) Conference. **If you do not agree with this, please contact us** by using the contact information below and by explicitly specifying your request.

**The data subject's rights:**

- Data subjects have the right of access and rectification of their personal data at any time. Requests shall be addressed to the Head of Communications at [com@gsa.europa.eu](mailto:com@gsa.europa.eu).
- Data subjects are entitled to lodge an appeal at any time with the European Data Protection Supervisor (EDPS) at [edps@edps.europa.eu](mailto:edps@edps.europa.eu) should they consider that the processing operations do not comply with Regulation (EC) No 45/2001.

**Contact information:**

- Regarding the processing of your personal data: [com@gsa.europa.eu](mailto:com@gsa.europa.eu).
- Regarding the interpretation, application or breach of Regulation (EC) 45/2001: GSA Data Protection Officer (DPO) at [dpo@gsa.europa.eu](mailto:dpo@gsa.europa.eu).