

NOTIFICATION TO THE DATA PROTECTION OFFICER (ARTICLE 31 REGULATION 2018/1725)

NAME OF PROCESSING ACTIVITY¹: Next Generation Underwater Services under EMSA/2025/OP/0003 - Expression of Interest Survey

1) Controller(s) ² of data processing operation (Article 31.1(a))
<p>Controller: European Maritime Safety Agency (EMSA)</p> <p>Organisational unit responsible³ for the processing activity: Unit 2.1 Safety & Security</p> <p>Contact person: Unit 2.1 Safety & Security</p> <p>Data Protection Officer (DPO): dpo@emsa.europa.eu</p>
2) Who is actually conducting the processing? (Article 31.1(a)) ⁴
<p>The data is processed by EMSA itself <input checked="" type="checkbox"/></p> <p>The organisational unit conducting the processing activity is: Unit 2.1 Safety & Security</p>
<p>The data is processed by a third party (contractor) or the processing operation is conducted together with an external third party [none] <input type="checkbox"/></p> <p>Contact point at external third party (e.g. Privacy/Data Protection Officer):</p>

3) Purpose of the processing (Article 31.1(b))
<p><i>Why are the personal data being processed? Specify the rationale and underlying reason for the processing and describe the individual steps used for the processing.</i></p>

¹ **Personal** data is any information relating to an identified or identifiable natural person, i.e. someone who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity. This information may, for example, be the name, date of birth, a telephone number, biometric data, medical data, a picture, professional details, etc.

Processing means any operation or set of operations which is performed on personal data, whether or not by automatic means, such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.

² In case of more than one controller (e.g. joint operations), all controllers need to be listed here

³ This is the unit that decides that the processing takes place and why.

⁴ Is EMSA itself conducting the processing? Or has a provider been contracted?

Starting in January 2026, EMSA will launch its enhanced underwater service portfolio, representing a significant step forward in supporting underwater services to Member States and EU Bodies. The new service will broaden the scope of underwater operations beyond observation class ROVs, creating new opportunities for collaboration across multiple domains.

To promote efficiency and meaningful collaboration, early engagement with Member States and EU bodies plays a key role. While accident-related interventions are unpredictable, other operations such as MMOs, proofs of concept, etc., can be scheduled in advance.

The 2nd Underwater Services User Group (UWS UG) Meeting was held on 16 September 2025 at EMSA. During the meeting, participating authorities and organisations received an introduction to the future underwater services.

Following this meeting, we would like to launch a preliminary survey to collect expressions of interest and identify potential missions that could be supported by EMSA underwater services in 2026. The collection of expressions of interest will be done by EMSA staff. At this stage all inputs received within the survey will be treated as non-binding. The survey sole purpose is to support the Agency in budget and resources planning.

The contact details (name and email) will be used for the purpose of liaising with the point of contact in order to confirm feasibility of the deployment. Thereafter each mission will remain subject to a formal request from the competent authority that will follow a separate and independent procedure from the survey (FWC EMSA/2025/OP/0003). The participants are informed in the survey of the privacy statement, which will be made available for download.

EMSA will process participant's personal data (name and email) and the survey responses together.

4) Lawfulness of the processing (Article 5(a)–(d)): Processing necessary for:

Mention the legal basis which justifies the processing

- (a) a task carried out in the public interest or in the exercise of official authority vested in EMSA (including management and functioning of the institution) ☒
(Examples of legal basis: e.g. Article 2 'Core tasks of the Agency', par.4 b) EMSA founding regulation)
- (b) compliance with a legal obligation to which EMSA is subject ☐
- (c) necessary for the performance of a contract with the data subject or for the preparation of such a contract ☐
- (d) Data subject has given consent (*ex ante*, explicit, informed) ☐
Describe how consent will be collected and where the relevant proof of consent will be stored

5) Description of the categories of data subjects (Article 31.1(c))

Whose personal data are being processed?

EMSA staff	<input type="checkbox"/>
Non-EMSA staff (contractors staff, external experts, trainees)	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • EEA Maritime Administrations • EEA Accident Investigation Bodies • EU Agencies • EU Bodies 	
Visitors to EMSA building	<input type="checkbox"/>
Relatives of the data subject	<input type="checkbox"/>
Other (please specify):	
6) Categories of personal data processed (Article 31.1(c)) <i>Please tick all that apply and give details where appropriate</i>	
(a) General personal data: The personal data contains:	
Personal details (name, address etc) <i>Name and Surname</i>	<input checked="" type="checkbox"/>
Education & Training details	<input type="checkbox"/>
Employment details <i>Name of their organisation and work e-mail address</i>	<input checked="" type="checkbox"/>
Financial details	<input type="checkbox"/>
Family, lifestyle and social circumstances	<input type="checkbox"/>
Goods or services provided	<input type="checkbox"/>
Other (please give details):	

(b) **Sensitive personal data** (Article 10)

The personal data reveals:

Racial or ethnic origin ☐

Political opinions ☐

Religious or philosophical beliefs ☐

Trade union membership ☐

Genetic, biometric or data concerning health ☐

Information regarding an individual's sex life or sexual orientation ☐

7) Recipient(s) of the data (Article 31.1 (d))

Recipients are all parties who have access to the personal data

Data subjects themselves ☐

Managers of data subjects ☐

Designated EMSA staff members ☒

Unit 2.1 Safety and Investigation - Accident Investigation project officers

Designated Contractors' staff members ☐

Other (please specify):

8) Transfers to third countries or recipients outside the EEA (Article 31.1 (e))

If the personal data are transferred outside the European Economic Area, this needs to be specifically mentioned, since it increases the risks of the processing operation.

Data are transferred to third country recipients:

Yes ☐

No ☒

If yes, specify to which country:

If yes, specify under which safeguards:

Adequacy Decision of the European Commission ☐

Standard Contractual Clauses ☐

Binding Corporate Rules ☐

Memorandum of Understanding between public authorities ☐

9) Technical and organisational security measures (Article 31.1(g))

Please specify where the data are stored during and after the processing

How is the data stored?

EMSA network shared drive ☒

Outlook Folder(s) ☐

Hardcopy file ☐

Cloud (give details, e.g. public cloud) ☐

Servers of external provider ☐

Other (please specify):

10) Retention time (Article 4(e))

How long will the data be retained and what is the justification for the retention period? Keep in mind that there are pre-determined retention periods for most types of files. Those are explained in the Records Management Policy and Procedure of the Agency. You can check EMSA Records Management Policy and Procedure at the Intranet of the Agency.

EMSA will retain the data until the end of December 2026.

**Thank you for completing the form.
Now please send it to the DPO using the ARES workflow**