

Data Protection Privacy Statement

on the processing of personal data in the context of the EMSA Transparency Register

The protection of privacy is of high importance to the European Maritime Safety Agency ('EMSA'). EMSA is responsible for the personal data it processes. Therefore, we are committed to respecting and protecting the personal data of every individual and to ensuring efficient exercising of data subject's rights. All the data of personal nature, namely data that can identify an individual directly or indirectly, will be handled fairly and lawfully with the necessary due care.

This processing operation is subject to Regulation number 2018/1725 of the European Parliament and of the Council on the protection of individuals with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data. The information in this Privacy Statement is given pursuant to Articles 15 and 16 of the Regulation number 2018/1725.

1. Nature and the purpose(s) of the processing operation

The purpose(s) of the processing of personal data is/are: The European Maritime Safety Agency (EMSA) was established under Regulation (EC) No 1406/2002 of the European Parliament and of the Council as amended for the purpose of ensuring a high, uniform and effective level of maritime safety.

The Treaty on the European Union (TEU) provides a framework for and seeks to foster relations between the European institutions and European political leaders, on the one hand, and civil society, EU citizens and representative associations, on the other. It specifically provides that, the institutions must, by appropriate means, give citizens and representative associations the opportunity to make known and publicly exchange their views in all areas of Union action.

EMSA also interacts with a range of individuals, groups and organisations representing specific interests and in certain cases, also undertaking lobbying activities. This is a legitimate and necessary part of the daily work of the Agency, to make sure that EMSA's activities take into account a.o. specific expertise and developments in numerous technical, environmental and scientific areas, input of various stakeholders in the maritime domain and ultimately people's real needs. The various interest representatives can be private, public or non-governmental bodies.

At the same time, EMSA is committed to enhance transparency on contacts between its staff and such organisations or self-employed individuals. Moreover, citizens have already a right of access to documents of the institutions. In its 5-year Strategy EMSA fully acknowledges the importance of this principle and has included in its 5-years strategy that it will implement efficient, transparent, SMART, client-oriented and gender balanced management principles.

In light of the above, the organisation of meetings between EMSA staff and civil society, EU citizens and representative associations should be organised and reported in such way that they do comply with the principle of transparency as foreseen in the TEU.

The Agency will therefore make public information on meetings held with organisations or self-employed individuals. The information to be made public shall consist of:

- the name(s) and titles of EMSA staff that attended the meeting;
- the date of the meeting;
- the location ;
- the name of the organisation or self-employed individual;
- the subject of the meeting.”

The data subjects, attending those meetings representing organisations, or self-employed individuals will be required to register in the EU Transparency Register¹. The Transparency Register is a tool to allow European citizens to see what interests are being represented at Union level and on whose behalf, as well as the financial and human resources dedicated to these activities.

EMSA will not reuse the personal data for another purpose that is different to the one stated above.

2. Categories/types of personal data processed

The categories/types of personal data processed are the following: Name of the self-employed individual, Employment details.

3. Processing the personal data

The processing of the personal data is carried out under the responsibility of the Head of the Executive Office, acting as delegated EMSA data controller.

Personal data are processed by EMSA designated staff.

4. Access to and disclosure of personal data

The personal data is disclosed to the following recipients: Data subject themselves, relevant EMSA staff and the wide public via publication on the EMSA website.

It should be noted that the data subject will be required to register in the EU Transparency Register. The Transparency Register is a tool to allow European citizens to see what interests are being represented at Union level and on whose behalf, as well as the financial and human resources dedicated to these activities. More information on the EU Transparency Register including Privacy policy can be found under:

<https://ec.europa.eu/transparencyregister/public/homePage.do>

The data are not used for any other purposes. Personal data are not intended to be transferred to third countries.

5. Protecting and safeguarding personal information

EMSA implements appropriate technical and organisational measures in order to safeguard and protect data subjects' personal data from accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to them.

All personal data related to the EMSA Transparency Register are stored in secure IT applications according to the security standards of the Agency as well as in specific electronic folders accessible only to the authorised recipients. Appropriate levels of access are granted individually only to the above-mentioned recipients.

6. Access, rectification, erasure or restriction of processing of personal data

Data subjects have the right to access, rectify, erase, and receive their personal data, as well as to restrict and object to the processing of the data, in the cases foreseen by Articles 17 to 24 of the Regulation number 2018/1725. If data subjects would like to exercise any of these rights, they should send a written request explicitly specifying their query to the delegated data controller, Head the Executive Office.

The right of rectification can only apply to inaccurate or incomplete factual data processed within the procedures for organisation of training events.

The above requests will be answered without undue delay, and in any event within one month of receipt of the request. However, according to article 14 (3) of the Regulation number 2018/1725, that period may be extended by two further months where necessary, taking into account the complexity and number of the requests. EMSA shall inform the data subject of any such extension within one month of receipt of the request, together with the reasons for the delay.

7. Legal basis for Data processing

Processing is based on Article(s) 5 (a) and 5 (c) of the Regulation number 2018/1725.

The personal data are collected and processed in accordance with **EMSA 5-year strategy**.

8. Storing Personal data

EMSA does not keep personal data longer than necessary for the purpose(s) for which that personal data is collected.

The data will be only retained for a maximum period of seven years after the expiry of that period it will be eliminated.

In the event of a formal appeal, all data held at the time of the formal appeal should be retained until the completion of the appeal procedures.

9. Data protection points of contact

Should data subjects have any queries/questions concerning the processing of your personal data, they should address them to the data controller, Head of the Executive Office under the following mailbox: Executive.Secretariat@emsa.europa.eu.

Any data subject may also consult EMSA Data Protection Officer at: DPO@emsa.europa.eu.

10. Recourse

Complaints, in cases where the conflict is not resolved by the Data Controller and/or the Data Protection Officer, can be addressed at any time to the European Data Protection Supervisor: edps@edps.europa.eu.