

DATA PROTECTION AND PRIVACY STATEMENT

Data Protection and Privacy Statement on the processing of personal data in the context of EMSA-IMO in-person event on Seafarers' Competences for Alternative Fuels and New Technologies

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 by EMSA is subject to Regulation 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 2018/1725.

1. Nature and the purpose(s) of the processing operation¹

The purposes of the processing of personal data are linked to the fact that the maritime sector is undergoing a significant transition towards the adoption of cleaner and more sustainable fuels. The shift to alternative fuels such as ammonia, batteries, methanol, and hydrogen and correspondent new technologies is crucial for reducing greenhouse gas emissions and ensuring compliance with international standards. In this context, collaboration among stakeholders is critical to address the associated challenges and to establish a coherent and harmonised approach to the implementation of safe handling of alternative fuels in the shipping industry. Furthermore, the introduction of alternative fuels presents new safety challenges which must be proactively addressed through appropriate measures, including the training of those operating such ships.

Taking the above into consideration, EMSA and the International Maritime Organization (IMO) in collaboration with the World Maritime University (WMU) are organising an event on seafarers' competences in relation to alternative fuels and related technologies. This event builds upon the methodology and outcomes of the TRAINALTER study and the broader context of regional events organised by the IMO and WMU on the subject as well as the current work being undertaken at IMO level.

This in-person event will gather experts from Europe, the Mediterranean area, Africa and the Middle East. The event will also be closely aligned with the recommendations of the Maritime Just Transition Task Force (MJTTF), established in 2021 by the International Chamber of Shipping (ICS), International Transport Workers' Federation (ITF), the Secretariat of the International Maritime Organization (IMO), International Labour Organization (ILO), and United Nations Global Compact (UNGC).

The event will comprise five days and will include three days of a training session and a seminar, which will run in parallel. You will find enclosed for your reference the agenda.

EMSA and IMO invite two representatives from the EU Member States, Ukraine, Albania, Montenegro, Norway and Iceland. Each State is invited to designate one nominee for the training session and one nominee for the seminar. When nominating the representatives, States are encouraged to identify experts from the maritime administration and maritime education and training institutions who would benefit most from participation in either the seminar or the training session.

¹ Please, provide a brief description of the processing operation and clearly define the purpose(s).

The personal data processed will be limited to the purposes of the event and will include essentially lists of participants with their professional e-mail addresses, positions at the Administrations and financial details for receipt of payments of reimbursement of expenses incurred.

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

The processing is not intended to be used for any automated decision making, including profiling.

2. Categories/types of personal data processed

The categories/types of personal data processed are the following: Personal details (name, e-mail address), Employment details, Financial details (bank account for reimbursement purposes).

3. Processing the personal data

The processing of the personal data is carried out under the responsibility of Head of Unit 1.2, Visits and Inspections, Human Element; E-mail: administrative.seafarersplat@emsa.europa.eu, acting as a delegated data controller.

4. Access to and disclosure of personal data

The personal data is disclosed to the following recipients: The information (Lists of participants) concerning **EMSA-IMO in-person event on Seafarers' Competences for Alternative Fuels and New Technologies** will only be shared with people necessary for the implementation of such measures *on a need to know* basis. The data are not used for any other purposes nor disclosed to any other recipient.

The information in question will not be communicated to third parties, except where necessary for the purpose(s) outlined above.

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 **EMSA-IMO in-person event on Seafarers' Competences for Alternative Fuels and New Technologies** 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 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 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 Data Controller: Head of Unit 1.2, Visits and Inspections, Human Element; E-mail: administrative.seafarersplat@emsa.europa.eu

The right of rectification can only apply to inaccurate or incomplete factual data processed within the **EMSA-IMO in-person event on Seafarers' Competences for Alternative Fuels and New Technologies**

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 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 5 (a) of the Regulation 2018/1725.

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 in accordance with EMSA Records Management Policy and Procedure as follows:

8.2.8. B Experts Reimbursement – ART - 7 years;

Joomla database – eliminated 1 year after the payment file is complete;

Paper version for reimbursements: EMSA.8.2.8.B Experts Reimbursement – ART - 7 years;

Paper version for visitors: file eliminated after 6 months of the closure of any activity related to the meeting;

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 under the following mailbox: administrative.seafarersplat@emsa.europa.eu;

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

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.