



PRIVACY NOTICE AND CONSENT FORM

Introduction

The European Space Agency (herein the “Agency” or “ESA”) is an intergovernmental organisation established by its Convention opened for signature in Paris on 30 May 1975 having its headquarters located at 24 rue du Général Bertrand, CS 30798, 75345 Paris Cedex 07, France.

Protection of Personal Data is of great importance for ESA, which strives to ensure a high level of protection as required by the ESA Framework on Personal Data Protection (herein the “ESA PDP Framework”) which applies in this field. ESA implements appropriate measures to preserve the rights of data subjects, to ensure the processing of personal data for specified and legitimate purposes, in a not excessive manner, as necessary for the purposes for which the personal data were collected or for which they are further processed, in conditions protecting confidentiality, integrity and safety of personal data and generally to implement the principles set forth in the PDP Framework, available at: http://www.esa.int/About_Us/Law_at_ESA/Highlights_of_ESA_rules_and_regulations

ESA PDP Framework is composed of the following elements:

- the Principles of Personal Data Protection, as adopted by ESA Council Resolution (ESA/C/CCLXVIII/Res.2 (Final)) adopted on 13 June 2017;
- the Rules of Procedure for the Data Protection Supervisory Authority, as adopted by ESA Council Resolution (ESA/C/CCLXVIII/Res.2 (Final)) adopted on 13 June 2017; and
- the Policy on Personal Data Protection adopted by Director General of ESA on 5 February 2018 and effective on 1 March 2018.

This notice is intended to inform you, as data subject, about:

- the identity of the data controller and contact details of ESA Data Protection Officer (“DPO”);
- the type of personal data which is collected and processed;
- the modalities of collection of personal data;
- the purpose of the collection and processing;
- the recipients (if any) to whom the personal data of the data subject shall be disclosed;
- the time-limits for storing the personal data;
- the practical modalities of exercising the rights of the data subject under the ESA PDP Framework.

This notice also enables ESA to obtain your consent relating to the collection and further processing of your personal data, under ESA PDP Framework.

This privacy notice was last updated on: [08 January 2021]

(1) Who is the Data Controller?

Your personal data are collected and further processed as shown below upon the decision taken by ESA as Data Controller as defined in this privacy notice.

For the other Data Controllers that may be involved in this activity please refer to their privacy notices:

The Malta Council for Science and Technology, <https://mcst.gov.mt/our-privacy-policy/>

University of Malta, <https://www.um.edu.mt/privacy>

Malta College for Arts, Science and Technology, https://www.mcast.edu.mt/wp-content/uploads/ICT_Staff.pdf

RUS Copernicus: <https://rus-copernicus.eu/portal/terms-and-conditions/>

University Gustave Eiffel

University of Hamburg: <https://www.uni-hamburg.de/en/uhh/organisation/beauftragte/datenschutz.html>

University of Exeter:

[https://www.exeter.ac.uk/media/level1/academicserviceswebsite/it/recordsmanagementservice/policydocuments/Privacy and Personal Data Protection Policy v1.pdf](https://www.exeter.ac.uk/media/level1/academicserviceswebsite/it/recordsmanagementservice/policydocuments/Privacy%20and%20Personal%20Data%20Protection%20Policy%20v1.pdf) and more details available at <https://www.exeter.ac.uk/gdpr/>

EUMETSAT's Website Terms of Use: <https://www.eumetsat.int/about-us/terms-use>

Science & Technology Corporation

(2) What are the contact details of ESA Data Protection Officer?

According to ESA PDP Framework, your first point of contact concerning personal data matters is the ESA Data Protection Officer (“DPO”), who may be contacted at DPO@esa.int

(3) What kind of personal data about you are collected and further processed?

The personal data which may be collected and further processed for the purposes mentioned below are in particular:

- Name
- Surname
- E-mail
- Academic Background / Professional Profile Overview
- Motivation Letter
- CV



Other information that ESA may require during your registration to meet requirements for target groups analysis may include:

- Institution of affiliation
- Nationality
- Country of residence
- Logging (attendance)
- Date of birth
- Gender
- Other information that you provide and which may directly or indirectly identify you;

You are required not to send to the Agency any sensitive information (including information that indicate, directly or indirectly, an individual's racial or ethnic origin, political opinions, adhesion to unions, religious or philosophical beliefs, health life, sexual orientation, genetic or biometric data, criminal convictions).

(4) How are your personal data collected or further processed?

Your personal data may be collected by various means, including via:

- Via your application to attend the 11th ESA Training Course on Earth Observation: the application system is handled by the Malta Council for Science and Technology (as Data Controller for that task), and they will communicate an initial list of successful applicants to ESA, where the personal data will be sent to ESA in a pseudonymised way. ESA will use that information to provide some feedback, until the list of successful applicants is finalised.

The pseudonymised personal data of successful applicants may be processed by ESA as follows:

- Shared with the teachers of the course, whose institutions are the Data Controllers listed in section (1)
- Used for communications regarding the access, logistics and set-up of the online event
- After the event, the pseudonymised personal data and the results of the anonymous feedback survey will be used to create a report of the event.

(5) Why are your personal data collected and further processed?

Your personal data are collected and further processed in order to:

- Ensure successful participants belong to the target audience for the event
- Enable participant's access to the videoconferencing platform that will host the event (Webex Meetings)



- Enable the teachers of the event to adapt their contents to the academic background of participants and to handle their registration to any additional tools necessary to follow their lectures or practicals.
- Send you communications in connection with your participation in the event
- Enable your participation in an anonymous feedback survey after the event, by sending you a link to the survey available in the Limesurvey software.
- Carry other tasks related to the coordination of the set-up and logistics of the event

In addition to these purposes, the Agency may use your personal information for any of the purposes mentioned in Article 5 of the Policy on Personal Data Protection.

(6) To whom might we disclose your personal data?

ESA may disclose your personal data to any of the following recipients for the fulfilment of all or part of the purposes of the collection and processing of personal data, which are mentioned above:

Recipient acting as Controller or Processor, as applicable	Servers and sub-processors of the recipient are located in:
Organisations involved in the organisation of the event	As defined in the privacy notices of the organisations listed above under section (1)
Webex	Europe
Limesurvey	Europe

ESA does not consider your personal data as an asset for sale and, thus, does not sell your personal data to any third parties.

(7) How long do we retain your personal data for?

The personal data collected for the training (during the application) will be retained for a period of fifteen (15) days after the event has ended (on 26th March 2021).

(8) How can you erase, rectify, complete or amend your personal data?

The Agency is keen to collect and process accurate personal data and to keep it updated.

You may request the erasure, rectification, completion or amendment of your personal data if, and to the extent that it is inaccurate or incomplete, having regard to the purposes for



which they are collected and processed, or if they are processed in violation with the principles referred in ESA PDP Framework.

If you choose to make a request for the erasure of personal data, you understand and agree that ESA cannot process the inscription to the event, and the inscription will be considered invalid.

The above-mentioned request should be submitted to the ESA DPO, as first point of contact, by sending an email to: dpo@esa.int and copy to: Amalia.castro.gomez@esa.int

(9) What could you do in case of a data protection incident?

In case of a data protection incident, you should contact ESA DPO, as first point of contact, by sending an email to: dpo@esa.int

In case you wish to submit a complaint, you are required to comply with the Rules of Procedure of the Supervisory Authority set forth by ESA PDP Framework. You will be required to demonstrate that a data protection incident occurred in relation to your personal data, following a decision of the Agency or at least to justify serious reasons to believe that such incident occurred.

(10) Your consent

For this training event, your consent was requested during the application process by the Malta Council for Science and Technology <https://mcst.gov.mt/our-privacy-policy/>

You will be able to withdraw your consent depending on the modality used to collect your personal data, in particular by contacting doyle.abela@gov.mt and copy to: isaac.massa@gov.mt