

PRIVACY NOTICE – States’ Representatives Group (SRG) (Record reference number: 54)

This processing activity involves processing of personal data, which shall comply with Regulation (EU) N° 2018/1725¹ (the “Regulation”).

This privacy notice explains how the SESAR 3 JU uses any information you give to us, and the way we protect your privacy. Furthermore, it describes the rights you have as a data subject and how you can exercise these rights. SESAR 3 JU protects the fundamental rights and freedoms of natural persons and in particular their right to privacy with respect to the processing of personal data. We provide the following information based on articles 14 to 16 of the Regulation.

What is the purpose of the processing?

- Selection of the Chair and Vice Chair of the States’ Representatives Group (SRG)
- Participation of members in the SRG independently of any external influence by signing the declaration on confidentiality and non-conflict of interest
- Compliance with transparency principles by publishing the names and role of the members in the SESAR 3 JU website

Which personal data do we process?

- Name and address
- Names of family members with potential conflicting interests,
- Declaration of honour regarding exclusion situations of the Financial Regulation,
- Current financial activities indicated in the declaration of interest
- The short curriculum vitae will contain the personal data that SRG Representatives wish to disclose on their own discretion

Under which legal basis do we process your data?

- Public Interest Article 5 (1)(a) of Regulation 2018/1725
- Council Regulation (EU) 2021/2085 establishing the Joint Undertakings under Horizon Europe²
- Governing Board Decision GB(D)03-2021 on Rules on confidentiality, prevention, avoidance and management of conflicts of interest of the SESAR 3 JU

Who is the controller and other actors involved in the processing?

Controller: The Single European Sky ATM Research 3 Joint Undertaking, legally represented by Andreas Boschen, Avenue Cortenbergh 100, 1000 Brussels

No personal data is currently processed by external processors.

How is the SESAR 3 JU processing your personal data?

Each SRG Member nominates its Representatives by notifying the Chairperson of the Governing Board. SRG Representatives then propose their Chair and Vice Chair candidates to the Executive Director and take a vote. A short curriculum vitae is sent to the SRG Representatives before the vote.

¹ Regulation (EU) N° 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (“EUDPR”).

² Council Regulation (EU) 2021/2085 of 19 November 2021 establishing the Joint Undertakings under Horizon Europe and repealing Regulations (EC) No 219/2007, (EU) No 557/2014, (EU) No 558/2014, (EU) No 559/2014, (EU) No 560/2014, (EU) No 561/2014 and (EU) No 642/2014, the “Single Basic Act”, *OJ L 427, 30.11.2021, p. 17–119*

Minutes of the meetings are sent to all SRG Representatives by electronic means. The names of the SRG Representatives will be published in the SESAR 3 JU website. The SRG Representatives shall sign confidentiality agreements and declarations of conflict of interest after being nominated. Any other participants in meetings of the SRG shall sign confidentiality agreements and declarations of conflict of interest. Declarations may be provided in hard copies (kept in a locked cupboard) or in electronic form (stored in IDMS with restricted access rights).

See <https://www.sesarju.eu/dataprotection> for more information.

How do we protect and safeguard your information?

- Staff dealing with this processing operation is designated on a need-to-know basis
- Access control and technical measures such as physical locks and/or secure connections and firewalls
- Obligation of confidentiality of the staff
- Appropriate technical and organisational security measures, giving due regard to the risks inherent in the processing and to the nature of the personal data concerned
- Secure transfer of data
- Physical security of the premises
- Signature of absence of conflict of interest

Who can access to your personal data and to whom is it disclosed?

The following might have access to your personal data:

- Designated S3JU staff members: Executive Director, Deputy Executive Director, SRG Secretariat, Internal Audit Capability
- The general public: For the names and role of the SRG Representatives published in the SESAR 3 JU website
- SRG Representatives

What are your rights and how can you exercise them?

You have the right of access to your personal data and to relevant information concerning how we use it. You have the right to rectify your personal data. Under certain conditions, you have the right to ask that we delete your personal data or restrict its use. You have the right to object to our processing of your personal data, on grounds relating to your particular situation, at any time. In addition, you have the right not to be subject to a decision based solely on automated processing of data, including profiling, if such decision has legal effect on you, except for certain situations, such as entering into a contract (as required by articles 14-16 & 24 of the Regulation).

Information on action taken on the data subject's request to exercise her/his rights shall be provided without undue delay and in any case within one month of receipt of the request. In case of complex or voluminous requests, this period may be extended by another two months, in which case the SESAR 3 JU will inform the data subject.

The content of these rights is detailed in the [Data Protection Notice page in SESAR 3 JU website](#) which contains also information about the contact points and recourse (including EDPS <http://www.edps.europa.eu> and edps@edps.europa.eu, and SESAR 3 JU DPO at: sju.data-protection@sesarju.eu) as well as detailed information on the exercise of the rights.

In accordance with Article 25(1) of [Regulation \(EU\) 2018/1725](#) restrictions of data subjects' rights may be provided for by internal rules adopted at the highest level of management of the SESAR 3 JU, i.e. the Governing Board. The SESAR 3 JU Governing Board with its Decision GB(D)06-2021 laid down the internal rules concerning the restrictions of certain rights of data subjects in the framework of the

functioning of the SESAR 3 JU. The Decision is publicly available in the [Official Journal](#) in all the EU official languages.

How long is the data retained?

- Declarations of conflict of interests and confidentiality are retained for 5 years after the discharge for the budgetary years to which the declaration relates.
- The names of the SRG Representatives shall remain in the SESAR 3 JU website, for as long as they remain members

Complaints, concerns and recourse

Should you have any complaint or concern you may contact:

- the Data Protection Officer of the Single European Sky ATM Research 3 Joint Undertaking at sju.data-protection@sesarju.eu

In addition, as a data subject, you have a right to recourse to the European Data Protection Supervisor (EDPS) at any time by e-mail to edps@edps.europa.eu or a letter to the EDPS postal address marked for the attention of the EDPS DPO:

European Data Protection Supervisor, Rue Wiertz 60, B-1047 Brussels, Belgium

For more information on the EDPS, please consult their website: <https://edps.europa.eu>

Additional information

More information on Data Protection at the SESAR 3 JU can be obtained in the [SESAR 3 JU register of data processing operations](#) and in the privacy notices published in the SESAR 3 JU website. This privacy notice will be made available to the SRG Representatives prior to each meeting.