

# PRIVACY NOTICE AND CONSENT FORM FOR: ESA Space Economy Website

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## 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. The 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 for processing of Personal Data at ESA, available at:

[http://www.esa.int/About\\_Us/Law\\_at\\_ESA/Highlights\\_of\\_ESA\\_rules\\_and\\_regulations](http://www.esa.int/About_Us/Law_at_ESA/Highlights_of_ESA_rules_and_regulations)

The ESA PDP Framework applicable for the processing of Personal Data within ESA 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 2022

## Scope of this Privacy Statement

This notice is intended to inform you about the processing of your personal data on the Space Economy Website and more specifically about:

- the identity of the Data Controller and contact details of the ESA Data Protection Officer (“DPO”);
- the type of personal data collected and processed;
- the modalities of collection of personal data;
- the purpose and legal basis of the collection and processing;
- the recipients to whom the personal data of the Data Subject is disclosed;
- the time-limits for storing the personal data;
- your rights and the modalities by which you can exercise them and the practical modalities of exercising your rights and those rights of other persons, when processed in this Processing Activity under the ESA PDP Framework.

Please be aware that all references to “Data” in this document if not otherwise stated relate to data by which an individual could be identified/ having an identifying character, broadly defined as Personal Data.

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

**Description and the Purpose for this Processing of your Personal Data:**

Your personal data will be processed by ESA to grant you access to the restricted section of the Space Economy Website and for contacting you in case of further and general questions. Your data will be collected through the Webpage at space-economy.esa.int and processed by ESA and ESA Data Processors as described in the table below.

**The general Purpose of this processing is:**

- to provide you access to, and enable the use of the website ;
- to send you notifications in connection with [to be completed]
- to highlight and promote the website, to communicate on the website as well as to promote similar events, in the future on any media
- to conduct surveys
- The information is used for internal only data analytics and user experience on the use of this website

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.

**Data Controllers, Data Processors, other Recipients of Personal Data and their Contact Details:**

Processing Entity	Personal Data Categories	Type of Personal Data in detail	Description of Processing Responsibilities and specific Purpose of the Processing
<b>European Space Agency (ESA) as Controller</b>	Contact details	Name, Surname, e-mail, Country, Organisation/ Affiliation	Your personal data are collected and further processed as described in this Privacy Notice upon the decision taken by: ESA through and limited to staff directly involved in the Space Economy Website.
<b>Matomo Subprocessor</b>	User analytics	User movement and behavior within the website by cookies, i.e.	Your personal data are collected and processed as described in this Privacy Notice upon the decision taken by: Matomo through and limited to staff directly involved in the Space Economy Website analytics.
<b>G-nous Subprocessor</b>	Contact details	Name, Surname, e-mail, Country, Organisation/ Affiliation	Your personal data are collected and further processed as described in this Privacy Notice upon the decision taken by: G-nous through and limited to staff directly involved in the Space Economy Website.
<b>Hetzner</b>	Contact details, hosting of servers	Name, Surname, e-mail, Country, Organisation/ Affiliation	Hosting of server

<b>ESA DPO</b>	All Personal Information required to accomplish the DPO's duties as defined in the ESA PDP	All Personal Information required to accomplish the DPO's duties as defined in the ESA PDP	According to ESA PDP Framework, your first and unique point of contact concerning personal data matters is the ESA Data Protection Officer ("DPO"). In this regard your personal information may be processed by ESA's DPO to reply to your requests and to exercise your rights under the ESA PDP.

**Contact Details per involved entity:**

Entity	Contact Details
<b>European Space Agency (ESA)</b>	<p><b>Headquarters: 8-10 Rue Mario Nikis, CS 45741, 75738 Paris Cedex 15, France.</b></p> <p>Your first point of contact is ESA's DPO at <a href="mailto:DPO@esa.int">DPO@esa.int</a> at all times.</p> <p>You may also contact Charlotte Mathieu (Head of Division CIC-IP) in charge for this Activity directly by <a href="mailto:Charlotte.Mathieu@esa.int">Charlotte.Mathieu@esa.int</a>.</p>
<b>ESA DPO</b>	Data Protection Officer: <a href="mailto:DPO@esa.int">DPO@esa.int</a>
<b>Matomo</b>	InnoCraft, 7 Waterloo Quay PO625, 6140 Wellington, New Zealand Email: <a href="mailto:support@matomo.cloud">support@matomo.cloud</a>
<b>G-Nous</b>	Piazza Giuseppe Massari 6, 70122 Bari Metropolitan CityBari, Italy. <a href="mailto:info@g-nous.com">info@g-nous.com</a>
<b>Hetzner</b>	Hetzner Online GmbH, Industriestr. 25, 91710 Gunzenhausen, Deutschland. <a href="mailto:support@hetzner.com">support@hetzner.com</a>

ESA does not instruct any third party to conduct any web analytics, profiling or any other processing on ESA's behalf, other than the purposes mentioned above.

**Personal Data Retention and Deletion:**

Personal data is retained by ESA for the time period necessary to fulfil the legitimate purpose of the processing.

*Your Personal Data is stored and processed based on the following timeframes:*

Personal Data Categories and Place of Processing	Retention
General Personal Data processed by ESA	The Agency may keep your personal data for as long as necessary for the fulfilment of the above mentioned purposes. Your Personal Data shall be deleted thereafter.

**Other Considerations**

- The Agency does not consider your personal data as an asset for sale and, thus, does not sell your personal data to any third parties.
- ESA does not plan to implement any automated decision-making within this activity.
- ESA does not instruct any third party to conduct any web analytics, profiling or any other processing on ESA's behalf, other than the purposes mentioned above.

### **Your rights (Data Subject Rights)**

You have the right to be informed in a transparent manner about: the processing of your personal data (the Controller, purpose, recipients, etc.); your rights and the modalities of exercising these, (e.g. erasure, rectification, completion, or amendment as per the conditions under PDP 5.1. i.; right for every interested Data Subject to lodge a complaint before the Supervisory Authority in case the former demonstrates or has serious reasons to believe that a Data Protection Incident occurred in relation with his/her Personal Data, following a decision of the Agency (e.g. Data Protection Officer). The right of information under PDP 5.4.1 i. and the right of access under Section 5.4.1 ii. shall not apply: (a) where and insofar as the Data Subject is already in possession of the information; (b) for the right of information, when processing of Personal Data is necessary for any Investigation or Dispute Resolution Procedure; (c) for the right of access, where and insofar such access would conflict with an Investigation Procedure concerning the Data Subject.

If you would like to exercise any of those rights, please send a request explicitly specifying your query to the ESA DPO via e-mail at [dpo@esa.int](mailto:dpo@esa.int) or addressed to the:

**ESA Headquarters  
Data Protection Officer**

**8-10 RUE MARIO NIKIS  
CS 45741  
75738 PARIS CEDEX 15  
FRANCE**

via postal service.

Please keep in mind that the more specific information you can provide to us about the Activities, Events, Systems, ESA Departments and/or Processes where your personal data is to your knowledge stored, the sooner we can respond to your enquiry, request or complaint.

- We seek to respond without undue delay, and in any event within one month of receipt of the request. However, that period may be extended by two further months where necessary, taking into account the complexity and number of the requests. You will be informed of any such extension, together with the reasons for the delay.

If you wish to submit a complaint to the ESA Data Protection Supervisory Authority, you are required to comply with the Rules of Procedure of the Supervisory Authority set forth in the ESA PDP Framework:

([https://www.esa.int/About\\_Us/Law\\_at\\_ESA/Highlights\\_of\\_ESA\\_rules\\_and\\_regulations](https://www.esa.int/About_Us/Law_at_ESA/Highlights_of_ESA_rules_and_regulations)).

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 be able to provide serious reasons and indicators to establish that such an incident occurred.

**Personal Data Breach:**

If you have any concerns about your personal data or became the victim of a data breach of ESA processed personal data, you should contact ESA’s DPO, as first point of contact, by sending an email to: [dpo@esa.int](mailto:dpo@esa.int) and provide all information available to you regarding the potential breach.

**Your Consent for registration to the Space Economy Website**

The processing of your personal data as described in this privacy notice is based on consent indicated by either ticking the consent box in this form or sending ESA the signed form by email.

I *[please provide your Name, Surname,]* \_\_\_\_\_

born, \_\_\_\_\_, have read and understood all the information provided to me with regard to the processing of my personal data for the space economy website and I hereby explicitly consent to the use of my personal data for the purpose of my personal data being collected and further processed as described in this Privacy Notice upon the decision taken by: ESA, Matomo, G-nous, and Hetzner through and limited to staff directly involved in the Space Economy Website.

- I am aware of my right to revoke my consent at any time by contacting either [Charlotte.Mathieu@esa.int](mailto:Charlotte.Mathieu@esa.int) or the ESA DPO directly under [DPO@esa.int](mailto:DPO@esa.int) and my other rights as stated in the Privacy Notice provided to me in connection with this Consent Declaration.

Signature and Date \_\_\_\_\_