



PRIVACY NOTICE AND CONSENT FORM FOR: EO Excellence Award

[For Internal Reference - DPNR Reference Number 2121]

Kindly provide this “DPNR Reference Number” in any communication with the ESA Data Protection Officer (DPO@esa.int) for quick reference of the Processing in question.

This Privacy Notice was last updated on: 13/06/2023

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

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 for the EO Excellence Award 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: *What is this processing about?*

ESA has initiated this Award to recognise and honour the works of early career researchers in the field of science and application. ESA acts as Data Controller for the Award. The ESSC acts as a member on the evaluation board.

The general Purpose of this processing is to enable an Award to promote science.

Legal Basis: *What is the legal basis for processing the personal data?*

Specific Legal Basis for this processing:

- **5.2.1 i. (e) PDP; The performance of a contract concluded by the Agency within its purpose in relation with an activity carried out by the Agency in the framework of, and in conformity with, the ESA Convention and the applicable rules and procedures.**
- **5.2.1 i. (g) PDP; A purpose covered by the Consent of the Data Subject.**

Consent is collected via an ESA website managed by an ESA processor, AZO Anwendungszentrum GmbH Oberpfaffenhofen, via www.eoxcellence.com and www.eoxcellence.awardsplatform.com on behalf of ESA

Data Controllers, Data Processors, other Recipients of Personal Data and their Contact Details: *Who Processes what data in which capacity?*

The following table lists all the involved companies, agencies or otherwise, where your personal data may be processed and all relevant information concerning their involvement in this activity.

Processing Entity and Responsibility	Personal Data Categories	Type of Personal Data in detail	Description of Processing Responsibilities and specific Purpose of the Processing
European Space Agency (ESA) as Controller	Contact details, CV	Name, Surname, Email, Telephone (optional), country of residence, photographs and possible videos of winners during the interviews and the ceremony (optional)	Your personal data are collected and further processed as described in this Privacy Notice upon the decision taken by: ESA through and limited to ESA workforce directly involved in EO Excellence Award activity.
ESA DPO	All Personal Information required to accomplish the DPO's duties as	All Personal Information required to accomplish the DPO's duties as	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



Processing Entity and Responsibility	Personal Data Categories	Type of Personal Data in detail	Description of Processing Responsibilities and specific Purpose of the Processing
	defined in the ESA PDP	defined in the ESA PDP	ESA's DPO to reply to your requests and to exercise your rights under the ESA PDP.
AZO Anwendungszen trum GmbH as ESA Processor	Contact details, CV	Name, Surname, Email, Telephone (optional), country of residence, and photographs for the interviews (optional).	AZO processes these data on behalf of ESA for the purpose of making it available to ESA, for the nomination of winners for the award.
ESSC as a separate controller	Contact details, CV	Name, Surname, Email, Telephone (optional), and country of residence	ESSC receives these personal datasets as they are in charge of evaluation of nominations.
ESF	Contact details, CV	Name, Surname, Email, Telephone (optional), and country of residence	ESF receives these personal datasets as they are in charge of evaluation of nominations.

Contact Details per involved entity:

Entity	Contact Details
European Space Agency (ESA)	Headquarters: 8-10 Rue Mario Nikis, CS 45741, 75738 Paris Cedex 15, France. Your first point of contact is ESA's DPO at DPO@esa.int at all times. You may also contact MSD.Meetings@esa.int in charge for this Activity.
ESA DPO	Data Protection Officer: DPO@esa.int
Separate Controller ESSC	essc@esf.org

Personal Data Disclosure, Transfer and Safeguards:

The table below informs you about any transfer outside the EU or other particular transfers where your data may be put at higher risk and the measures ESA applies in such cases to protect your personal data.

Recipient	Location of Recipient	Safeguards
ESSC	Europe and ESA's member States	ESA applies appropriate security according to the level of risks for the transfer of data to the ESSC. Please refer to the ESSC's Privacy Notice for further information for the processing they may perform as separate Controller.
ESF	Europe and ESA's member States	ESA applies appropriate security according to the level of risks for the transfer of data to the ESF. Please refer to the ESF's Privacy Notice for further information for the processing they may perform as separate Controller.

Personal Data Retention and Deletion: *How long are your personal data retained by ESA?*



Personal data may only be 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
On the database maintained by AZO and that includes Name, Surname, Email, Telephone (optional), and country of residence	1 year after the end of the activity, then deletion
ESSC	Please refer to the ESSC's Privacy Notice for further information.
ESF	Please refer to the ESF's Privacy Notice for further information.

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.

THIRD PARTY IT TOOLS, INCLUDING SOCIAL MEDIA

We may use third party IT tools or social media to promote and inform the community when announcing winners that includes only the full names, and their affiliations. ESA websites may provide links to social media and videos may be available on ESA social media pages. If you view an embedded video hosted on an external provider (such as YouTube) or interact with links to social media, third-party cookies are likely to be installed on your device, covered by third party Terms and Conditions and cookie policies. ESA has no influence over these.

ESA has not requested AZO or any other third parties to disclose personal data to territories not having an Adequate level of protection on behalf of ESA. ESA has not requested analytics to be performed on behalf of ESA.

Carefully assess the privacy policies and Terms and Conditions regarding your data subject rights, the further processing and the protection of your personal data prior to playing the relevant video or clicking on a link to external providers. ESA seeks to protect your personal data when embedding videos and to make you aware when a link refers you to an external social media or other websites where ESA cannot control the processing of your personal data.

Your rights (Data Subject Rights) *How can you access, erase, rectify, complete or amend your personal data?*

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 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).

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.

UNSUBSCRIBE: If you wish to unsubscribe you can do so by: support@eoxcellence.com
If you want to consent to receiving our newsletter, please subscribe below. If at any point you want to withdraw your consent, please email us at: support@eoxcellence.com

PERSONAL DATA BREACH: *What should you do in case of a data protection incident?*
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 and provide all information available to you regarding the potential breach.



CONSENT for EO Excellence Award

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

I [*please provide your Name, Surname*], _____ have read and understood all the information provided to me with regard to the processing of my personal data for this EO Award, and I hereby explicitly consent to the use of my personal data for the purpose of

- Registration and participation in the Award;
 - Announcemmet of the winner names and affiliation on social media;
 - Publication of the winners interviews on social media.
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- I am aware of my right to revoke my consent at any time by contacting either EO Excellnce Support Team at support@eoxcellence.com or the ESA DPO directly under MSD.Meetings@esa.int or 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 _____

ESA requires members of the public participating in EO Award to be 18 years of age or older. If you are not 18 years old yet, we are sorry, but we can't provide for you to participate in EO Award.