SCI Conference Privacy Notice

Exploring Tatooine and Beyond: Circumbinary Planets with ESA Missions

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Table of Contents

Introduction **3**
1. General Information **4**
1.1. Whom is the Data Controller? *4*
1.2. What are the contact details of ESA Data Protection Officer? *4*
1.3. What type of personal data about you is collected and further processed? *4*
1.4. How is your personal data collected or processed? *4*
1.5. Why is your personal data collected and processed? *5*
1.6. To whom might we disclose your personal data? *6*
2. Your Personal Data **6**
2.1. How long do we retain your personal data for? *6*
2.2. How can you erase, rectify, complete or amend your personal data? *7*
3. In Case of a Data Protection Incident **7**
4. Your Consent **7**

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 is also enabling 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: 17/03/2025

1. GENERAL INFORMATION

1.1. Who is the Data Controller?

Your personal data is collected and further processed as shown below upon the decision taken [alone / conjointly] by ESA. Thus, the Data Controller is ESA.

1.2. 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.

1.3. What type of personal data about you is collected and further processed?

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

- Name
- Employing organisation
- Business email address
- Photographs containing attendees, organisers and presenters (Optional – specific consent requested)
- Video recording of attendees, organisers and presenters (Optional – specific consent requested)
- Other information relevant to the event organization logistics (i.e. shuttle service)
- Other information that you provide in addition to what has been asked, 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).

1.4. How is your personal data collected or processed?

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

- registration to the current or previous related events that you have consented to be contacted from
- from public information related the current event topic or related field
- photos and video recording performed during the event (Optional – specific consent requested)

Your personal data may be further processed via:

- ESA IT systems (Essential for processing of your application to attend the conference)
- publication on ESA Web platforms (Optional – specific consent requested)

For those proposing Abstracts for presentation, your personal data will be processed as part of an assessment of your proposal by Members of the programme organising committee. As such, your data may be sent outside of the EU to countries that do not demonstrate an adequate level of protection for personal data. This is required processing and your proposal cannot be accepted without agreement to this privacy notice.

1.5. Why is your personal data collected and processed?

Your personal data are collected and further processed so as:

1. *to manage your relationship with the Agency as well as your registration and any submitted abstract for the event you are participating in*
2. *to enable your participation (including the required logistics) in the event you are participating in*
3. *to send you notifications in connection with the event you are participating in*
4. *to highlight and promote the event you are participating in as well as to promote similar events, in the future on any media including ESA Web platforms (Optional – Specific consent requested)*
5. *to assess the suitability of any submitted abstracts, presentations or proposals*
6. *to preserve the Scientific knowledge and discussion presented at the event for scientific and historical purposes, including the publishing of event records on ESA Web platforms (Optional – Specific consent requested)*
7. *to communicate your personal data to third-party contractors and/or partners involved in the organisation of the event you are participating in when the event organisation requires it*

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.

1.6. To whom might we disclose your personal data?

The Agency may disclose your personal data to any of the following third-party 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…	Servers and sub-processors of the recipient are located in:
COSMOS system and application administrators	The Netherlands and Spain.
CISCO (Webex)	Cisco Systems (including its US subsidiaries for billing information only) and its partners located in all countries where Cisco and Cisco partners perform troubleshooting, based on the inclusion of ESA / EC standard contractual clauses to ensure data protection; Cisco's Binding Corporate Rules – Controller (BCR-C) to ensure that Cisco worldwide disclosures of European personal information is subject to adequacy
Microsoft (Teams)	All data stays within the EU as stated in an agreement between ESA and Microsoft.
Members of the programme organising committee	Members of the international scientific community (Global)

If you're presenting a talk or a poster, your name and affiliation will be published as part of the event programme published on the event web site.

With your consent, the Agency may publish your name and affiliation in the list of participants on the event web site.

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.

2. YOUR PERSONAL DATA

2.1. How long do we retain your personal data for?

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. Personal data published on The Agency websites as part of scientific and historical record will remain in place for as long as the Agency provides scientific and historical records.

ATPI / Conference Bureau: The event will be closed after 3 months after the event. Data is retained for 2 years in the registration system.

2.2. 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 they are inaccurate or incomplete, in relation to the purposes for which they are collected and processed, or if they are processed in violation with the principles referred in the ESA PDP Framework.

If you choose to make a request for the erasure of personal data, you understand and agree that current event participation will not be possible and future event participation may not be possible. Scientific and historical record or your participation in this event will be removed from ESA records, and you may not be directly informed of relevant future events.

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

You may also be allowed access to your personal data and have the possibility to erase, rectify, complete or amend it, according to the following modalities:

- by accessing your account registration site used to register for the event and, where possible, correcting the information yourself.
- by contacting the conference organiser directly
- by contacting the sending an email to the specific event email address provided on the event website.

3. 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.

4. YOUR CONSENT

The processing of personal data described in this privacy notice is based on your. You may provide your consent by accepting this privacy notice (selecting the relevant ‘I accept’ checkbox that is specific to the event registration form) prior to submitting the registration form. You may also provide

your consent for specific (optional) processing of your data as indicated by the additional checkboxes presented to you before submitting the online form.

You can withdraw such consent by requesting ESA to stop the processing. This will not affect the legitimacy of the personal data processing that took place prior to the withdrawal of user consent. You can withdraw your consent at any time by sending an email to ESA DPO at: dpo@esa.int

If you choose not to provide or to withdraw your consent before the current event is held, you understand and agree that participation in the event will not be possible.

If you choose to withdraw your consent after the event, you understand and agree that scientific and historical record of your participation in this event will be removed from ESA records, and you may not be informed of relevant future events.