



PRIVACY NOTICE AND CONSENT FORM –Registration in CanSat and CADSat projects

PRIVACY NOTICE

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

(1) Who is the Data Controller

Your personal data are collected and further processed as shown below upon the decision taken alone by ESA. Thus the Data Controller is ESA.

(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

For further information on the situations in which you may contact the ESA DPO, please refer to the questions below.

(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:

Before the participation:

The submission will consist of the following information:

- Mentor name
- Contact details (e-mail address)
- Team name
- School or Organisation name and address
- Country
- Phone number (for shipments)
- Students age
- Number of females
- Number of team members

After the participation:

- Certification
- Statistics of data (on an aggregated level only)

You should not send any sensitive information (including information that indicate, directly or indirectly, the personnel’s ethnic origin, political opinions, adherence to unions, parties etc., health situation, sexual orientation) to the Agency.

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

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

- Direct enquiry from ESA’s cansat@esa.int email;
- Registration to the CanSat Submission Platform cansat.esa.int
- Registration to the CADSat platform cadsat.esa.int

(5) For which purpose are your personal data collected and further processed?

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

- determine your eligibility to submit a CanSat/CADSat project
- record statistics on participation in the CanSat/CADSat School project;
- to manage the relationship with ESA and participants of the CanSat/CADSat school project

- distribution of CanSat kits and prizes to the winning teams
- other purposes that will be disclosed to you when such information is requested

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?

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:

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.

| Recipient | Role | Server location | Link to Privacy Notices |
|---|--|-------------------|--|
| Wdoit | Web server | The Netherlands | https://wdoit.nl/privacy/ |
| ESERO (European Space Education Resources Office) network | ESA delegated offices involved in the promotion and execution of CanSat school project at National level | Europe | <i>Please refer to each ESERO for privacy Policy</i> |
| National Delegates from the ESA Advisory Committee on Education (ACE) | National stakeholders of ESA | Europe and Canada | <i>Please refer to each National Delegate for privacy Policy</i> |
| National Space Agencies/Offices* | National stakeholders of ESA | Europe and Canada | <i>Please refer to each National Space Agency for privacy Policy</i> |

*List of National Space Agencies/Offices ESA might share your data with:

- ALR - Austria
- IASB – Belgium
- UKSA – UK
- CSA – Canada
- Ministry of Transport of the Czech Republic
- DRC – Denmark
- CNES – France
- DLR – Germany
- IAET – Greece
- HSO – Hungary
- ASI – Italy
- SRON – Netherlands
- NRS – Norway

- POLSA – Poland
- FCT-SO – Portugal Europe
- ROSA – Romania
- INTA – Spain
- SNSA – Sweden
- SSO – Switzerland
- UKSA – United Kingdom
- MCST – Malta Council for Science and Technology

(7) 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.

- Names and email addresses (teacher/mentor) : Delete the personal data 5 years after the last interaction with the participant (for assessment of participation in previous editions)
- Certificate (with teacher's name): Delete the personal data 5 years after last interaction with the participant (re-occurring requests to get certificates).

(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 up to date.

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 you may no longer be able to share the outcomes of your CanSat project.

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

- dpo@esa.int
- Copy to: cansat@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 and cansat@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.