



Commission for Aviation Regulation Public Consultations Privacy Statement

The General Data Protection Regulation (GDPR), which came into effect on 25th May 2018, provides individuals with increased rights and control over their personal information; and places enhanced obligations and responsibilities on how organisations collect, use and protect personal data.

This privacy statement is provided to you in line with our obligations under GDPR; and sets out information on how the Commission for Aviation Regulation processes your personal data for the purpose of Economic Public Consultations.

About us

The Commission for Aviation Regulation was established in 2001 and is an independent public body under the auspices of the Department of Transport, Tourism and Sport and is accountable to the Houses of the Oireachtas.

The role of the Commission is to protect the interests of air passengers by delivering:

- ❖ Efficient, high-quality and safety conscious airport services;
- ❖ Safe and financially-robust airlines based in Ireland and groundhandlers at the three state airports;
- ❖ Financially strong Irish travel agents and tour operators;
- ❖ A robust framework to enforce passenger rights in all Irish airports; and
- ❖ A regulatory framework that represents best international practice.

For further information on our functions please visit our [website](#).

Our Contact Details

The Commission for Aviation Regulation is the Controller for the personal data that we process unless otherwise stated.

The Commission's contact details are as follows:

Post: 6 Earlsfort Centre, Earlsfort Terrace, Dublin 2, D02 W773

Email: info@aviationreg.ie

Telephone: 00353 (1) 6611700

Data Protection Officer Contact Details

The Commission has appointed a Data Protection Officer to oversee our data protection compliance, our DPO can be contacted at:

Post: 3rd Floor Alexandra House, Earlsfort Terrace, Dublin 2, D02 W773

Email: dpo@aviationreg.ie

Phone: 00353 (1) 6346851

The purpose of processing

We collect and process your personal data for the purpose informing our Consultation Decision.

Legal Basis for processing

In order to process personal data, organisations must have a lawful reason. The six lawful reasons for processing personal data under GDPR are:

- ❖ Consent;
- ❖ To carry out a contract;
- ❖ In order for an organisation to meet a legal obligation;
- ❖ Where processing the personal data is necessary to protect the vital interests of a person;
- ❖ Where processing the personal data is necessary for the performance of a task carried out in the public interest;
- ❖ In the Legitimate interests of a company/organisation (except where those interests contradict or harm the interests or rights and freedoms of the individual).

We process your personal information for the purpose of Public Consultation under the legal basis of *'processing necessary for compliance with a legal obligation to which the controller is subject (Article 6.1.c GDPR 2018)'*.

Categories of personal information

We process the following categories of personal information as submitted by the interested parties to our Public Consultation, unless it has been marked as 'Confidential' or redacted by the stakeholder:

- Contact Details;
- Name of organisation the individual is representing and position and title within organisation, where provided.

Category of Recipients

- In relation to the publication of our Decision on our website, the recipients include:
 - ❖ All parties that access the publication.
- In relation to personal data retained internally, the recipients include:
 - ❖ Commission staff, the Courts in the event of a Judicial Review, the Members of an Appeal Panel in the event of an Appeal, and Commission service providers in so far as necessary to provide their service to us.

Storage Periods

- In relation to Decision on our website:
 - ❖ 30 years followed by transfer to the National Archives.
- Files retained internally:
 - ❖ 30 years followed by transfer to the National Archives.

Exercising your data protection rights

You have the following rights under the GDPR:

1. The Right to Access Information, for further details click [here](#) ;
2. The Right to be Informed, for further details click [here](#) ;
3. The Right of Rectification, for further details click [here](#) ;
4. The Right to Erasure, for further details click [here](#) ;
5. The Right to Data Portability, for further details [here](#) ;
6. Rights regarding automated decision making, including profiling, for further details click [here](#) ;

7. The Right to Restrict Processing, for further details click [here](#) ;
 8. The Right to Object to Processing, for further details click [here](#) ;
- and the Right to Request the above rights from the Data Controller.

If you wish to exercise your rights please contact our Data Protection Officer via email at dpo@aviationreg.ie or at one of the contact details provided above.

Right to Lodge a complaint

You have the right to lodge a complaint with a supervisory authority; which in Ireland is the Data Protection Commission. The Data Protection Commission can be contacted in the following ways:

Online Contact Form:	https://forms.dataprotection.ie/contact
Post - Dublin:	21 Fitzwilliams Square South, Dublin 2, D02 RD28
Post – Laois:	Canal House, Station Road, Portarlinton, Co. Laois, R32 AP23
Telephone:	+353 578 684 800 or +353 761 104 800

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