



Direction de l'Aviation Civile
Grand-Duché de Luxembourg

INFORMATION NOTE ON DATA PROTECTION

Request for information concerning the European central repository

The purpose of this information note is to inform data subjects on the processing of their personal data by the Directorate of Civil Aviation ("DAC") in the context of information requests concerning the European central repository.

This processing includes inter alia:

- registration of the request,
- information of the European Commission of the existence of the request.

Identity and contact details of the controller

Direction de l'Aviation Civile (DAC)

4, rue Lou Hemmer

L-1748 Findel (Luxembourg)

Tel.: 00352 247 74900

E-Mail: civilair@av.etat.lu

Purpose and legal basis for the processing

Personal data are processed for the purpose of the management of the request for information concerning the European central repository.

The legal basis for this processing is Regulation (EU) No 376/2014 of the European Parliament and of the Council of 3 April 2014 on the reporting, analysis and follow-up of occurrences in civil aviation, amending Regulation (EU) No 996/2010 of the European Parliament and of the Council and repealing Directive 2003/42/EC of the European Parliament and of the Council and Commission Regulations (EC) No 1321/2007 and (EC) No 1330/2007.

Recipients (or categories of recipients) of the personal data

Personal data are accessible and processed by the DAC Safety Department.

The European Commission is informed of the information requests concerning the European central repository.

Transfer to a third country or international organisation

If another Member State of the European Union or the European Commission is competent for the request of information, the DAC will transfer the request to the competent entity.

Period for which personal data will be stored

Personal data are stored for a maximum period of 5 years

- after the refusal to transmit information to the data subject, or
- after the transfer to the competent authority, or
- after the last information has been transmitted to the data subject.

Right to request access to and rectification or erasure or restriction of processing and to object to processing

The data subject has the right to request from the controller access to and rectification or erasure of personal data or restriction of processing concerning the data subject or to object to processing.

Data protection officer (“DPO”)

If the data subject wants to assert the rights to request access to and rectification or erasure or restriction of processing and to object to processing, or suspects a violation of personal data, they may contact the DAC’s DPO:

- via mail: dpo@av.etat.lu,
- via regular post to the aforementioned address.

Proof of identity has to be included in the request (ex. copy of identity card or passport, licence number, etc.).

Right to lodge a complaint with a supervisory authority

The data subject has the right to lodge a complaint with the national supervisory authority CNPD (*“Commission nationale pour la protection des données”*, <https://cnpd.public.lu/en.html>).

Nature of requirement to provide personal data and possible consequences of failure to provide these data

The provision of personal data is required to permit entry into contact with the data subject formulating the request. Failure to provide these data will prevent the DAC from entering into contact with the data subject and from potentially transmitting information to them.

Existence of automated decision-making

Personal data processed by the DAC are not subject to automated decision-making.

