

## GDPR Form

### 1. General Information

The following **Data Protection Notice** is designed to inform you about the processing of your personal data and your rights in accordance with **Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation)**, as well as the national legislation in force.

### Personal Data Operator

Romanian Civil Aeronautical Authority, hereinafter referred to as AACR, with the headquarters in Bucharest, Șos. București-Ploiești no. 38-40, sector 1, is a personal data operator in accordance with the provisions of Regulation no. 679 of April 27, 2016, being registered at ANSPDCP with no. 20425. We are therefore responsible for the collection and processing of personal data, as described below.

### Personal Data Protection Officer

AACR has appointed a Data Protection Officer who can be contacted if there are any questions regarding any aspect of personal data protection, by sending a request to the contact details:

Phone: +40.21.208.15.08

E-mail: [responsabilGDPR@caa.ro](mailto:responsabilGDPR@caa.ro)

### 2. Information on the Collection, Processing and Storage of Personal Data

As an operator, AACR may collect the following categories of personal data from you, depending on the relationship between you and AACR: identification data (name and surname, date of birth, unique personal identifier, nationality, serial number and identity card number, as well as the date of its issuance and expiration, national ID card photo, home address, marital status, telephone number, e-mail, signature, sex, place of birth), financial data (bank account number, any financial transactions in which individuals are involved). All such personal data are collected in accordance with the purposes and lawfulness set out below.

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#### AACR CONTACT

Șos. București-Ploiești, nr.38-40, RO-013695, București, sector 1, România  
Tel: +40.21.208.15.08, Fax:+40.21.208.15.72/ 21.233.40.62,  
Telex: LRBBYAYA, BUHTOYA, www.caa.ro

e-mail: [dir.gen@caa.ro](mailto:dir.gen@caa.ro)



## **Purposes of Personal Data Processing**

Personal data processing is necessary:

1. In order to fulfill certain legal obligations incumbent on AACR;
2. In order to fulfil the tasks which serve a public interest or which result from the exercise of the public authority vested in the AACR.

## **Lawfulness of Personal Data Processing**

The legal basis for which we collect and process your personal data is primarily the freely expressed consent, given following the interaction between you and AACR for or in connection with the scope of activity of our institution.

In this regard, we list below:

- approval of technical documentation related to constructions in areas with civil aeronautical servitudes or in other areas where they may constitute obstacles to air navigation;
- issuing licenses for aircraft and aircraft component maintenance personnel;
- issuing authorizations to independent certification staff performing aircraft airworthiness assessment;
- acceptance of the designated staff in the organizations under the supervision of AACR;
- issuing registration / airworthiness / noise and radio documents for aircraft;
- signed affidavits of the maintenance programmes owners for the aircraft owned;

At the same time, the basis of personal data processing is also a legal one and is based on the public interest resulting from the exercise of the public authority invested in AACR.

AACR is an independent legal entity, assimilated to the central public authority in the field of civil aviation, under the authority of the Ministry of Transport.

Your personal data will be processed **for the purposes mentioned above**. If they are processed for purposes other than those for which they were collected, we will provide you with information about the new purposes and any additional relevant information.

## **Retention, Deletion and Destruction of Personal Data**

Your personal data are stored and deleted / destroyed in accordance with the archival nomenclature / in accordance with the rules incumbent on AACR written or digital archiving system, approved at AACR level, in compliance with *Law no. 16/1996 of the National Archives*.

## Your Rights

We inform you that you have the following rights:

1. the right to have access to your data: you may request that the categories of personal data that are processed be communicated to you, the purpose for which the processing takes place, the recipients to whom they have been or will be communicated, the period for which the criteria used to determine this period will be stored or, if this is not possible; the existence of an automated decision-making process including the creation of profiles;
2. the right to request the rectification of data: in the event that there are errors in the data being processed, you have the possibility to request their correction. If the data is incomplete, you can request that it be completed. The rectification will be communicated to each of the recipients to whom the data were transmitted, unless this proves impossible or involves disproportionate effort;
3. the right to request the restriction of data processing: you have the right to request the restriction of data processing in the following situations:
  - a. if you have challenged the accuracy of the data, for a period that allows us to verify the accuracy of the data;
  - b. if the processing is illegal and you object to the deletion of personal data, instead requesting a restriction on their use;
  - c. if the operator no longer needs the personal data for the purpose of processing, but you request it for the establishment, exercise or defense of a right in court;
  - d. if you objected to the processing for the established timeframe during checks are being carried out to determine whether the legitimate rights of the operator prevail over your rights;
4. the right to request the erasure of data is applicable in the following cases:
  - a. you may request the erasure of the processed data, if the data is no longer necessary for the purposes for which it was collected or processed,
  - b. if you have withdrawn your consent and there is no other legal basis for processing;
  - c. if you object to the processing and there are no lawful reasons prevailing in respect of the processing;
  - d. personal data has been processed illegally;
  - e. personal data must be erased in order to comply with a legal obligation;
  - f. personal data have been collected in connection with the provision of information society services;
5. the right to request the transfer of data (on data portability): you can request the transfer of your data to another operator if the processing is based on your consent and the processing is automatic.
6. the right to object to the processing

You have the right to object to the processing of your data if they concern direct marketing.



At the same time, you may object to the processing, unless the operator demonstrates that he has legitimate reasons justifying the processing and that they prevail over your interests, rights and freedoms or that the purpose is to establish, exercise or defend a right in court;

7. the right not to be subject to a decision based solely on automated data processing. You will not be subject to a decision based solely on automated data processing.

In the event that you consider that your rights have been violated, you can file a complaint with the **National Authority for the Supervision of Personal Data Processing (ANSPDCP)**.

**Declaration of Consent**  
regarding the agreement for the processing of personal data

The undersigned ....., home address ....., identified by ID card / other identity document series ....., number ....., DECLARE the following:

I have been informed of the provisions of **Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) adopted by the European Parliament and the Council of the European Union.**

I have been informed that personal data are processed for the purposes of fulfilling the legal duties of the institution.

I agree that the Romanian Civil Aeronautical Authority, hereinafter referred to as AACR, with headquarters in Bucharest, Șos. București-Ploiesti no. 38-40, sector 1, is entitled to collect and process my personal data.

Consent to the processing of personal data as well as providing the data mentioned in the GDPR form is voluntary. This consent may be revoked at any time. The revocation will be applied only after prior notification to AACR \*.

\* The notification of revocation of consent can be submitted by e-mail to [responsabilGDPR@caa.ro](mailto:responsabilGDPR@caa.ro) or through a written request to the AACR Registry in Bucharest, Sos. București-Ploiesti no. 38-40, sector 1. Please note that revocation of consent does not affect the lawfulness of the use of data prior to withdrawal of consent (notification has no retro-active effect). If consent is not given or has been revoked, personal data will not be used for the purposes mentioned in the GDPR form. If you have any questions regarding this statement of consent or AACR data protection rules in general, please do not hesitate to contact our Data Protection Officer at the e-mail address: [responsabilGDPR@caa.ro](mailto:responsabilGDPR@caa.ro)

**Please mark [x]** the ways in which you want to be contacted for the purpose of providing information to AACR:

E-mail

Phone

I understand this statement of consent and agree to the collection and processing of my personal data for the purposes described in the GDPR form.

***This form is only valid if this box is checked with an X.***

Completion date:

Signature: