

<b>01 - Name of processing</b>	<b>Change Control Management tool for Telematics Applications for Passenger services / Telematics applications for freight</b>
02 - Reference	12
03 - Submission Date	16-12-11
04 - Last update	23-06-20
05a - Controller	GUIDO Pio
05b - Unit-Sector	Railway Systems Department
05c - Controller's email	AOD.rsy@era.europa.eu
06 - DPO	DataProtectionOfficer@era.europa.eu 120 Rue Marc Lefrancq, 59300 Valenciennes, France Tel.+33 (0) 32 70 96 500
07 - Name and contact details of joint controller (where applicable)	
08a - Who is actually conducting the processing? (Article 31.1(a))	The data is processed by ERA (responsible unit) itself
08b - Name and contact details of processor (where applicable)	
09 - Purpose of processing	Personal data are requested only to the purpose of accessing the change control management tool, through the Extranet, to trace transparently the changes of the specifications to be implemented in the TAP/TAF TSI compliant IT systems. Such access is granted upon appropriate identification and authorization and managed in a way to ensure confidentiality, integrity and availability of the provided data.
10a - Data Subjects	Stakeholders internal to the EU institutions (ERA, EC) and external to them: Member States representatives, National Safety  Authorities, various bodies, rail sector organisations, ticket vendors, European passengers, UIC etc.
10b - Personal data	General information: username, first name, name, professional phone number, professional e-mail address, organisation, password.

11 - Time limit for keeping the data	Personal data related to the user accounts are retained until the user account is deleted or for the lifetime of CCM tool.
When a request for an account deletion is received, the account is deleted by CCM administrator.	
12 - Recipients of the data	The data recipients are: ERA Project officers in charge of managing the CCM tool within ERA Railway systems Unit and if needs be the IT administrator.
13 - Are there any transfers of personal data to third countries or international organisations? If so, to which ones and with which safeguards?	None
14 - How is data stored? What are the security measures implemented?	The access to the tool is managed through the “Identity and access management rules” and “Use of the ERA ICT owned resources” issued by the ITFM sector of the Agency. So a registration of personal data is requested in order to grant an authorized access to the application. Such personal data are managed in a restricted way- within ERA- by the Project Officers in charge of the CCM tool of the Railway systems Unit and if needs be by the IT administrator.
15 - For more information, including how to exercise your rights to access, rectification, object and data portability (where applicable) see the data protection notice	Privacy notice on Agency website ( <a href="https://www.era.europa.eu/content/data-protection">https://www.era.europa.eu/content/data-protection</a> ) and cookies statement in the application homepage.
15a - Data subject rights	Right to have access; Right to rectify; Right to erase (“right to be forgotten”); Right to object
16 - Legal Basis	Commission Regulation (EU) No 454/2011 of 5 May 2011 on the technical specification for interoperability relating to the subsystem ‘Telematics applications for passenger services’ of the trans-European rail system, chapter 7.5.2.; Commission Regulation (EU) No. 1305/2014 of 11 Dcember 2014 on the technical specification for interoperability relating to the telematic applications for freight subsystem of the rail system in the European Union and repealing Regulation (EC) No. 62/2006

17 - Lawfulness of processing	The processing is lawful under Art. 5(1)(a) of Regulation EU 2018/1725 repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC: ((a) processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Union institution or body).
18 - Data minimisation	Only the strictly minimum data for the user management are processed.
19 - Accuracy	
20 - Access and other rights of persons whose data is processed	
21 - Special category data	
22 - DPIA	
23 - Link to the Threshold assessment-Risks	
24 - Other related documents	