Please read the following privacy statement to learn more about how we collect, use, share, protect and process your personal data.

PRIVACY STATEMENT ON THE PROTECTION OF PERSONAL DATA PROCESSED THROUGH THE FIRST EUROPEAN AIR TRAFFIC CONTROLLER SELECTION TEST PACKAGE (FEAST) TOOL

EUROCONTROL protects your personal data in accordance with the <u>EUROCONTROL</u> Regulation on Personal Data Protection(2024) adopted by its Member States.

1. What is FEAST? Why do we collect, store and process your data?

FEAST is a web-based set of selection tools and associated database used for the screening and testing of candidate *ab initio trainee* air traffic controllers. Through FEAST, EUROCONTROL processes your personal data pursuant to its mandate to develop common criteria for the selection of air traffic services staff (art. Article 2 of the EUROCONTROL amended Convention).

The FEAST testing system includes a set of assessment tools. They measure a number of abilities and skills that are considered important for successful training and performance as an air traffic controller (ATCO). This series of tests were especially developed for air traffic controller selection. FEAST is used by various civil and military Air Navigation Service Providers (ANSPs) and training organisations to select ATCO candidates with the highest potential and maximise the training success rates.

EUROCONTROL processes your personal data on behalf of the organisation, which uses FEAST to test your knowledge, skills and abilities.

In this context, EUROCONTROL collects and processes the following data:

- **Test taker data**: are biographical and administrative data that EUROCONTROL requires to identify you as a Test Taker and to administer the test; through your test taker data we are able to link the result of the test with you;
- **Test Data**: is the personal data you generate through the use of FEAST in response to the test questions and tasks; we use your test data for the purpose of test validation and to maintain and further develop FEAST;

In addition, should you be recruited to be trained as ATCO by an ANSP or a training organisation after successfully taking the test, EUROCONTROL will also collect and process the following data:

BOS: BOS data is the personal data collected from you during your training in the form
of completed Behaviour Observation Scale ("BOS"); we require your BOS data to
maintain and further develop FEAST and, more generally, to develop and endorse
common criteria for the selection of student air traffic controllers.

2. What data do we collect, store and process about you?

We collect biographical data that you have provided to the FEAST user organisation when you applied and we collect the test scores and test data from the FEAST testing. Should you be recruited to be trained as air traffic controller, we will collect your BOS data from the recruiting organisation that is training you as ATCO.

The personal data we receive from your recruiting organisation is divided in the following subsets:

Categories of personal data processed	
Test Taker Data	Biographical data (e.g. name, gender, nationality), contact details and educational level.
Test Data	Raw score data on item level, total number of correct/incorrect items, total number of skipped items, mean reaction time, total test time, standardised scores etc.
BOS Data	Personal data linked to your behaviour during the training as air traffic controller

3. Who is your data disclosed to? Who has access to your data?

Your data is processed and stored in electronic format. Your personal data will be treated confidentially and only disclosed to:

- FEAST test administrators and FEAST users of the recruiting organisation.
- FEAST Service team members in EUROCONTROL.
- Ix Technologies, the technical supplier of the hosting platform of FEAST.

Finally, the fact that you have taken the FEAST assessment tests may be disclosed to accredited staff from other FEAST user organisations.

4. How long is your data kept?

EUROCONTROL will retain your personal data in accordance with the data retention periods per category of data listed in the table below:

Categories of personal data processed	
Test Taker Data	10 years as from the last FEAST test completion date
Test Data	10 years as from the last FEAST test completion date
BOS Data	8 years as from the completion date of BOS form

5. What are your rights under the EUROCONTROL Data Protection Regulation?

You have the right to access, rectify, complete and update your test taker data. You have the right to request the erasure of your personal data the processing of which does not comply with the Regulation, namely by demonstrating the existence of reasons relating to your particular situation that justify the erasure. You have the right to request additional information about the handling of your personal data. For any question, please contact feast-service@eurocontrol.int.

6. What do we do to avoid misuse or unauthorised access to data concerning you?

EUROCONTROL is committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure EUROCONTROL has put in place suitable physical, electronic and managerial procedures to safeguard and secure the information collected from you.

7. What safeguards do we apply when we transfer your data to third parties?

We share your personal information with the recruiting organisation, which uses FEAST to test your knowledge, skills and abilities. EUROCONTROL and the recruiting organisation have entered into an Agreement (the Licence User Agreement) by which they agreed on a series of terms in order to adduce adequate safeguards with respect to the protection of privacy and fundamental rights and freedoms of individuals in relation to your personal data processed in the context of FEAST.

In the event of data transfers from EUROCONTROL to public authorities or organisations fulfilling public functions (e.g. ANSPs) in States, which have not ratified the Council of Europe Convention No. 108 we require adequate safeguards from recipients through specific contractual terms and conditions.

8. Who can you contact if you have questions or want to make a complaint?

The processing of your data is managed by the FEAST Service Manager. For any queries related to your personal data, please contact: feast-service@eurocontrol.int.

Complaints can be addressed to EUROCONTROL's Data Protection Officer.

CONTINUE