
Data protection declaration in accordance with the EU General Data Protection Regulation (GDPR) for the application for a landing and take-off authorisation in the PPR procedure

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I. To whom this privacy policy applies?

The following data protection declaration applies to all natural persons who wish to apply for consent from Flughafen Stuttgart GmbH ('FSG') for the use of Stuttgart Airport (in particular with regard to handling) via the PPR procedure for the period of the European Football Championship 2024 (14 June to 14 July 2024).

Persons who land or take off with their aircraft at Stuttgart Airport may also be affected by various other processing activities. Separate data protection declarations apply to these processing activities, e.g. the data protection declarations for natural persons who are on the Stuttgart Airport campus as visitors. Further information on these processing activities can be found in the separate data protection declarations and at:

www.flughafen-stuttgart.de/Datenschutz.

The following separate data protection declarations apply in particular to persons staying on the Stuttgart Airport campus:

- [Datenschutzerklärung für Fluggäste und Besucher](#)
- [Datenschutzerklärung zur Videoüberwachung](#)
- [Datenschutzerklärung für die Anmeldung von Besuchern und deren Begleitperson im Sicherheitsbereich](#)

II. Name and address of the controller

Flughafen Stuttgart GmbH
Flughafenstraße 32, 70629 Stuttgart

Postfach 23 04 61, 70624 Stuttgart

Phone: +49 711 948-0

Fax: +49 711 948-2241

E-Mail: info@stuttgart-airport.com

Legal representatives:

represented by the management:

Ulrich Hepp (Spreaker)

Carsten Poralla

III. What are the contact details of the company data protection officer?

You can contact FSG's company data protection officer by post or e-mail.

By post:

Flughafen Stuttgart GmbH
 Datenschutzbeauftragter
 Flughafenstraße 32, 70629 Stuttgart

By e-mail:

DSB@stuttgart-airport.com

IV. General data processing information

We process personal data ('data') in accordance with the applicable data protection laws, in particular the General Data Protection Regulation (GDPR) and the Federal Data Protection Act (BDSG). Processing includes the activities described in Art. 4 No. 2 GDPR, i.e. in particular the collection, recording, storage, disclosure and transmission of data.

1. Where does my data come from?

To apply for consent to use Stuttgart Airport via the PPR procedure during the European Football Championship 2024, we receive your data by completing the application form via Microsoft Forms.

2. Which categories of personal data or which personal data are processed and on what legal basis?

2.1 Application in the PPR procedure (application data)

When applying for the use of Stuttgart Airport in the PPR procedure, the following data processing in particular may take place:

Processing	Personal data	Legal basis and purpose of processing	Purposes of processing and legitimate interests
Application for authorisation to use Stuttgart Airport (Erheben/Erfassen, Speicherung und Verwendung)	Applicant data <ul style="list-style-type: none"> • Master and contact details: <ul style="list-style-type: none"> ○ First name and surname ○ Company name (if applicable) 	Art. 6 para. 1 lit. b GDPR; Art. 6 para. 1 lit. f GDPR , if data of persons are processed for the fulfilment of the contract who do not become/are	The data necessary for the fulfilment of the contract is processed in order to check whether the allocation of a landing and take-off right with parking position for the

	<ul style="list-style-type: none"> ○ desired radio language ○ E-mail address ○ Telephone number for queries (voluntary/optional) ● Aircraft data: <ul style="list-style-type: none"> ○ Aircraft type ○ Licence plate ○ Flight rules ● Flight data for both - arrival and departure: <ul style="list-style-type: none"> ○ Call sign ○ Departure or destination airport ○ Date ○ Time ○ Remarks if applicable (voluntary/optional) 	<p>not themselves contractual partners (e.g. contact persons of companies).</p> <p>Art. 6 para. 1 lit. f DS-GVO for voluntary/optional information</p>	<p>aircraft in question is possible at the desired time.</p> <p>The interest in the fulfilment of the contract also constitutes the legitimate interest within the meaning of Art. 6 para. 1 lit. f GDPR in the processing of this data, which originates from the sphere of the contractual partner.</p> <p>The processing of voluntary/optional information serves the purpose of processing the PPR request on a case-by-case basis or appropriately (e.g. contacting you to clarify queries or to take into account special features in individual cases that may be useful when processing the application). This purpose also constitutes our legitimate interest within the meaning of Art. 6 para. 1 lit. f GDPR in the processing of the data.</p>
<p>Confirmation of the PPR request (linking and disclosure/transmission)</p>	<p>Applicant data</p> <p>all personal data mentioned above</p> <p>Additional:</p> <ul style="list-style-type: none"> ● Authorisation ID 	<p>Art. 6 para. 1 lit. b DS-GVO;</p> <p>Art. 6 para. 1 lit. f DS-GVO, if data of persons are processed for the fulfilment of the contract who do not become/are not themselves contractual partners (e.g. contact persons of companies).</p> <p>Art. 6 para. 1 lit. f DS-GVO for voluntary/optional information</p>	<p>In the course of the confirmation of the PPR request, the data required for the fulfilment of the contract will be supplemented by a permit ID under which the landing slot can then be used at Kurz Aviation.</p> <p>The processing of voluntary/optional information serves the purpose of processing the PPR request on a case-by-case basis or appropriately (e.g. contacting you to clarify queries or to take into account special features in individual cases that may be useful when processing</p>

			the application). This purpose also constitutes our legitimate interest within the meaning of Art. 6 para. 1 lit. f GDPR in the processing of the data.
Statistics (Anonymisation and use)	Anonymised data <ul style="list-style-type: none"> • Aircraft type • Date • Duration of parking at Stuttgart Airport 	Art. 6 para. 1 lit. f DS-GVO	The purpose of this is to use anonymised data to evaluate capacity utilisation. This purpose also constitutes our legitimate interest within the meaning of Art. 6 (1) (f) GDPR in the processing of the data.

2.2 Use of Microsoft Forms

FSG uses the "Microsoft Forms" tool to submit applications. This is a service provided by Microsoft Corporation.

In addition to the aforementioned application data (see section IV. 2.1 above), the following personal data may be processed by FSG when using Microsoft Forms:

Processing	Personal data	Legal basis and purpose of processing	Purposes of processing and legitimate interests
Use of Microsoft Forms (Collection/recording, storage and use)	The following personal data may be subject to processing in Microsoft Forms: <ul style="list-style-type: none"> ○ IP address ○ Date and time of the first processing of the questionnaire ○ Date and time the response was sent ○ User name, email address (optional if stored in Microsoft 365) ○ Profile picture (optional, if stored in Microsoft 365) 	Art. 6 para. 1 lit. f DS-GVO	The purpose of processing this data is to use a tool for an effective, electronic application in the PPR procedure and the management of PPR requests. At the same time, the processing serves to ensure IT security and to analyse any errors that occur. These purposes also constitute our legitimate interest within the meaning of Art. 6 para. 1 lit. f GDPR in the processing of the data.

	<ul style="list-style-type: none"> ○ Status (optional, if stored in Microsoft 365) 		
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Please note: This data protection notice only informs you about the processing of personal data by FSG when you apply to use Stuttgart Airport in the PPR procedure via Microsoft Forms. Detailed information about the processing of your personal data by Microsoft (e.g. data required to provide the service (functional data), device and usage data, data traffic or edge data or diagnostic data) can be found here: <https://privacy.microsoft.com/de-de/privacystatement>

V. To which recipients or categories of recipients will my data be passed on?

1. Internal recipients

The applicant's data will be passed on to internal recipients (in particular the aviation sector) if their involvement is necessary for the decision on the granting of consent or a necessary amendment to an application (e.g. for capacity reasons).

2. External Empfänger

2.1 Microsoft Ireland Operations Limited

FSG uses the "Microsoft Forms" tool for the application process. The associated data processing is carried out on behalf of FSG by Microsoft Ireland Operations Limited, One Microsoft Place, South County Business Park Leopardstown, Dublin 18, D18 P521, Irland („**Microsoft**“).

Data processing by Microsoft generally takes place in a European data centre. In the event that data is nevertheless processed in the United States, the EU standard contractual clauses apply. These ensure a level of data protection that complies with the GDPR when data is transferred to the United States. Microsoft is also certified in accordance with the EU-U.S. Data Privacy Framework.

2.2 Other third parties

Data may be passed on to third parties or external recipients in the following cases, for example:

- Disclosure of data to processors commissioned by us or other third parties (e.g. IT service providers in the context of IT system maintenance, service providers in the context of file archiving and file destruction, debt collection agencies/legal advisors in the context of asserting claims);
- Disclosure of data to authorities or public bodies, insofar as a legal or official obligation exists (e.g. customs, federal police, state police, employers' liability insurance associations).

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- Disclosure of data to partners or other third parties, insofar as the disclosure is necessary in the context of the specific processing operation, provided that the disclosure is carried out in accordance with data protection regulations.

Your data will be disclosed to the companies Kurz Aviation Service GmbH (Kurz) and SAS Stuttgart Aviation Service GmbH (SAS) in order to optimise capacity planning on the apron of General Aviation. Finally, your authorised flight data will be forwarded to Fluko GmbH (Airport Coordinator Germany) for comparison with the airport slots applied for.

VI. Will my data be transferred to third countries or international organisations?

Data is only transferred to third countries or international organisations if the transfer is necessary for the processing of contractual relationships (e.g. the applicant is based in a third country), if there is a legal or official obligation or if the transfer is based on another legal basis. If we use service providers from third countries in this context, they are obliged to comply with the level of data protection in Europe by agreeing the EU standard contractual clauses.

VII. How long will my data be stored?

Data is processed and stored by us as long as it is necessary for the fulfilment of the respective, for example contractual or legal, purposes and obligations. If this necessity no longer applies, the data will be deleted, unless the deletion conflicts with statutory retention obligations.

Your data will be deleted 10 weeks after the end of the European Football Championship 2024.

VIII. What rights do I have as a data subject vis-à-vis Flughafen Stuttgart GmbH?

If personal data is processed by us, you are a data subject within the meaning of the GDPR. You therefore have rights vis-à-vis Flughafen Stuttgart GmbH as the controller. If you wish to assert such a right, please contact:

Flughafen Stuttgart GmbH
Flughafenstraße 32, 70629 Stuttgart
E-Mail: Betroffenenrechte@stuttgart-airport.com

You have the following rights:

1. Right of access by the data subject to Art. 15 GDPR

In accordance with Art. 15 GDPR, you have the right to request information about your personal data processed by us. In particular, you can request information about the purposes of processing, the category of personal data, the categories of recipients to whom your data has been or will be disclosed, the planned storage period, the existence of

a right to rectification, erasure, restriction of processing or objection, the existence of a right of appeal, the origin of your data if it was not collected by us, as well as the existence of automated decision-making including profiling and, if applicable, meaningful information on its details.

You also have the right to request information about whether your personal data is transferred to a third country or to an international organisation. In this context, you may request to be informed of the appropriate safeguards pursuant to Art. 46 GDPR in connection with the transfer.

2. Right to rectification pursuant to Art. 16 GDPR

In accordance with Art. 16 GDPR, you have a right to rectification and/or completion of your personal data vis-à-vis us as the controller if the processed personal data concerning you is incorrect or incomplete. As the controller, we must make this rectification without undue delay.

3. Right to erasure ('right to be forgotten') to Art. 17 GDPR

In accordance with Art. 17 para. 1 GDPR, you have the right to request the deletion of your personal data stored by us, unless the processing is necessary to exercise the right to freedom of expression and information, to fulfil a legal obligation, for reasons of public interest or to assert, exercise or defend legal claims (see Art. 17 para. 3 GDPR).

If we, as the controller, have made the personal data concerning you public and we are obliged to erase this personal data in accordance with Art. 17 (1) GDPR, we will take appropriate measures, including technical measures, taking into account the available technology and the implementation costs, to inform other data controllers who process the personal data that you, as the data subject, have requested the erasure of all links to this personal data or of copies or replications of this personal data.

4. Right to restriction of processing to Art. 18 GDPR

In accordance with Art. 18 GDPR, you have the right to request the restriction of the processing of your personal data if the accuracy of the data is disputed by you, the processing is unlawful, but you refuse to delete it and we no longer need the data, but you need it for the assertion, exercise or defence of legal claims or you have lodged an objection to the processing in accordance with Art. 21 GDPR.

5. Recht to data portability to Art. 20 GDPR

In accordance with Art. 20 GDPR, you have the right to receive your personal data that you have provided to us in a structured, commonly used and machine-readable format or to request that it be transferred to another controller.

6. Right to object Art. 21. GDPR

You have the right to object, on grounds relating to your particular situation, at any time to processing of personal data concerning you which is based on point (e) or (f) of Article 6(1) GDPR.

As the controller, we will then no longer process the personal data concerning you unless there are compelling legitimate grounds for the processing which override your interests, rights and freedoms or the processing serves the establishment, exercise or defence of legal claims.

7. Right to revoke the declaration of consent under data protection law to Art. 7 para. 3 GDPR

You have the right to withdraw any consent you have given under data protection law at any time. The withdrawal of consent does not affect the lawfulness of processing based on consent before its withdrawal.

8. Automated decision-making in individual cases including profiling to Art. 22 GDPR

You have the right not to be subject to a decision based solely on automated processing, including profiling, which produces legal effects concerning you or similarly significantly affects you.

9. Right to lodge a complaint with a supervisory authority pursuant to Art. 77 GDPR

In accordance with Art. 77 GDPR, you have the right to lodge a complaint with a supervisory authority. As a rule, you can contact the supervisory authority of your place of residence, workplace or our company headquarters. The supervisory authority responsible for Flughafen Stuttgart GmbH is:

Der Landesbeauftragte für den Datenschutz und die Informationsfreiheit Baden-Württemberg
Postfach 10 29 32, 70025 Stuttgart

Telefon: 0711/615541-0

Fax: 0711/615541-15

E-Mail: Poststelle@ldi.bwl.de

IX. Is there an obligation to provide the data? What are the consequences of non-provision?

Depending on the specific processing operation, there is a contractual and/or legal requirement to provide the data. In this context, the data required for the specific processing operation must be provided. If you do not wish to provide the data, your application for Flughafen Stuttgart GmbH's consent to use Stuttgart Airport during the European Football Championship 2024 cannot be processed.

X. Is there automated decision-making in individual cases, including profiling?

Automated decision-making in individual cases in accordance with Art. 22 GDPR does not take place. If this is the case in individual processing situations, we will inform you of this separately.

XI. Where can I find further information on data protection at Flughafen Stuttgart GmbH?

Further information on data protection at Flughafen Stuttgart GmbH can be found at: www.stuttgart-airport.com/Datenschutz