

This is how the Swedish Transport Agency processes your personal data

The Swedish Transport Agency is the controller responsible for the personal data processing that we carry out. This means that we decide why your personal data is to be processed and how it shall be done, but it also means that we have to process your personal data in accordance with the General Data Protection Regulation (GDPR).

What data do we collect?

Personal data means any data that can be linked to you as an individual. When dealing with an authorization application for the external role as a reference person in the process for criminal records checks for aviation security, we collect information about your name and Swedish social security number or date of birth. We also collect information about the company you work for such as organization number, company name, company address, company phone number, company e-mail address as well as your mobile phone number and e-mail address for the workplace.

How do we collect your personal data?

We collect the information by the form *Authorisation for check of criminal records for aviation security*.

Why do we collect and process your personal data?

The Swedish Transport Agency processes your personal data in order to handle and administer matters in licensing and supervision activities related to civil aviation security. It follows from chapter 5, section 14 of the Swedish Security Protection Ordinance (2021:955), that the Swedish Security Service shall carry out record checks following an application from the Swedish Transport Agency – if the Swedish Transport Agency has decided that the position shall be security-classified.

Your employer has informed us that you are eligible for the role of reference person. Therefore, the Swedish Transport Agency collects the personal data on you that is necessary to be able to assign you authorization to work in the role of reference person and, if possible, provide access to our e-service for criminal records checks for aviation security, REKON.

The principle of public access to official records

The Swedish Transport Agency is a Government authority and has to observe the principle of public access to official records. This means that any document, including those containing personal data, that is submitted to the Swedish Transport Agency may be disclosed to the person requesting it. In some cases, however, data may be classified as confidential and must therefore not be disclosed.

How long will your data be kept?

According to the Swedish Archive Act, the Swedish Transport Agency is required to preserve data found in documents that constitute public documents under the Freedom of the Press Act. However, data may in some cases be destructed in accordance with the provisions of the Archive Act and the regulations issued pursuant to that Act. Details on which rules apply to which actions are contained in the National Archives' Regulations on Return and Destruction at the Swedish Transport Agency.

Contact us

If you have any questions, you are welcome to contact the Swedish Transport Agency and our data protection officer via:

e-mail: kontakt@transportstyrelsen.se

telephone: 0771-503 503

regular mail: Transportstyrelsen, 601 73 Norrköping

Find out more about the Swedish Transport Agency's processing of personal data on our website: [How we take care of your privacy - Transportstyrelsen](#)

If you wish to make a complaint

The Swedish Authority for Privacy Protection (IMY) is the authority supervising the Swedish Transport Agency's compliance with the regulations on personal data processing. If you wish to make a complaint about the Swedish Transport Agency's personal data processing, please contact the Swedish Authority for Privacy Protection via e-mail, telephone or regular mail: [Swedish Authority for Privacy Protection | IMY](#)