



DATA PROTECTION

Do's and Don'ts

for suppliers

Privacy and Data Protection are very important to Qatar Airways. Therefore, we are fully committed to compliance with the requirements of applicable data protection laws wherever we operate.

Qatar Airways is committed to protecting personal data against loss, theft, unauthorised use and/or disposal.

As a Qatar Airways supplier, you may have access to personal data collected by Qatar Airways. Please find below a list of do's and don'ts to ensure the privacy of our passengers and employees.

Do's



Use only the personal data that is strictly needed to achieve your business purposes stated in the contract;



Access and use only the personal data that is relevant to administer your role (need-to-know basis);



Keep the personal data confidential. Do not share it unless strictly needed for your business purposes;



Whenever this is possible, use anonymised data in your daily activities;



Collect and store personal data only through the systems and formats designated by QR for such purposes;



Keep your passwords to access QR systems updated;



Report any actual or suspected privacy incident to Qatar Airways Data Protection Office at dpo@qatarairways.com.qa

Don'ts



Use personal data for any other purpose than the one required for your role;



Use personal data for testing purposes. Use anonymised data instead;



Leave hard or soft copies of documents containing personal data unattended;



Collect, hold, use, store or process more data than you need for your role;



Access personal data for personal reasons;



Store or share personal data through removable devices (e.g., USB pen drive) or other non-authorised means;



Take pictures of documents containing personal data with a mobile device (e.g. phone or tablet);



Share your credentials to access QR systems.