



EU Data Act Public Sector Body Request Form and Instruction Page

This combined document comprises:

1. a fillable request form for data under Chapter V of the EU Data Act; and
2. this instruction page, summarising the background and providing guidance on completion.

INSTRUCTION PAGE

1. Background

- The [EU Data Act](#) allows national public sector bodies or EU bodies (e.g., the Commission, European Central Bank or Union bodies) to request data held by private data holders, in situations of exceptional need.
- Exceptional need is as described in Chapter V of the EU Data Act, and is limited in time and scope.
- Examples include public emergencies (e.g., natural disasters and pandemics) and certain non-emergency situations.

2. How to complete this form

- Please make your request in clear, concise, and in plain language.
- Complete every section of the form.
- Tick only the boxes that apply and provide explanations where prompted.
- Once fully completed, email to the EU DPO Office at [dpeurope@ford.com].

3. Guidelines

- For public emergencies, a public sector body should request non-personal data. You may request personal data if non-personal data is insufficient to respond to the situation.
- For non-emergency situations, public sector bodies may only request non-personal data.
- The requesting body must respect a number of strict principles and conditions as described in Chapter V of the EU Data Act, including among others, implementing technical protections of the data, protecting trade secrets, and deleting the data once it is no longer needed.
- If you transmit or make data available to another public body or delegated third party, please notify Ford promptly.
- Ford can refuse a request where permitted by law.

4. Actions

- Once received, Ford may seek to clarify or modify the request. There are circumstances where Ford can decline a request or be entitled to fair compensation for making data available.
- If the request is valid, the requesting person(s) must ensure the relevant data is handled and deleted in accordance with applicable law, notifying Ford on request.

5. Contact

Please contact the Ford EU DPO Office with any questions at [dpeurope@ford.com].



PUBLIC SECTOR BODY REQUEST FORM

Before completing this form, please ensure you have read the accompanying instructions and Chapter V of the EU Data Act.

A. REQUESTING BODY INFORMATION

1. Name of public sector body / EU body:
[]
2. Name and position of person requesting data:

Name: []

Role/Department: []

E-mail: []

Telephone: []

B. PURPOSE, INTENDED USE AND LEGAL BASIS FOR REQUEST

1. What is the relevant purpose and intended use for the data? *(tick one)*:
☐ Responding to a public emergency (e.g., *public health emergencies, natural disasters*)
☐ Fulfilling a specific task carried out in the public interest (e.g., *production of official statistics, or mitigation / recovery from a public emergency*)
2. Please specify the relevant public emergency or specific public interest task:
[]

If responding to a public emergency, please complete the following additional question.

3. Please explain how the public emergency has been determined or declared in accordance with national / EU law:
[]
4. Please explain why you are unable to obtain the relevant data by alternative means in a timely and effective manner under equivalent conditions (e.g., *voluntary provision of data from another company, or consultation of a public database*):
[]

If fulfilling a specific public interest task, please complete the following additional questions.

5. Please identify which legal provision in national / EU law allocates the task:
[]
6. Please explain why you have exhausted all other means at your disposal to obtain such data:

☐ Unable to purchase non-personal data on the market at market rates
☐ Unable to rely on existing legal obligations to share data
☐ No new legislative measures to guarantee timely availability of data

Please provide an explanation: []
7. Please explain why you are requesting data from Ford (e.g. *unique data access, expertise*):
[]



8. Who are the intended recipients? *(tick all that apply)*:
- ☐ This requesting body only
 - ☐ Other public sector / EU bodies *(please specify)*: [_____]
 - ☐ Third parties *(e.g. organisations who have been delegated technical inspections or other functions, by means of a publicly available agreement - please specify)*: [_____]
9. Please specify the duration of use of the data requested:
- From [_____] to [_____]

C. DATA REQUESTED

1. In relation to which Ford connected product or related service are you requesting data?
- ☐ Connected product *(please be specific, e.g., data from specific VINs or specific vehicle model/year)*: [_____]
 - ☐ Related service *(please be specific, e.g., data from specific account holders or specific services)*: [_____]
 - ☐ Other *(please explain)*: [_____]
2. Data categories *(tick all that apply; specify details where indicated)*:
- ☐ **Vehicle Data**: Core vehicle performance and system status such as battery levels, fuel, mileage and coolant temperature *(please choose)*: [_____]
 - ☐ **Vehicle Health**: Diagnostic and maintenance-related information such as tyre pressure, oil life and diesel exhaust system status *(please choose)*: [_____]
 - ☐ **Driving Data**: How the vehicle is operated and used such as speed, acceleration, braking and seat belt use *(please choose)*: [_____]
 - ☐ **Vehicle Location**: Positional and movement data such as GPS coordinates, compass direction and GPS speed *(please choose)*: [_____]
 - ☐ **Electric Vehicle Data**: Key electric vehicle metrics such as battery charge level, energy capacity, temperature and motor voltage *(please choose)*: [_____]
 - ☐ **Charging Data**: Information related to the vehicle's charging process such as time and duration of charge, voltage, current, charger type and plug status. This may also include charger data, if available *(please choose)*: [_____]
 - ☐ **Trip Data**: When you use navigation or trip planning features, journey information such as route, fuel consumption, total distance and electric-only travel range *(please choose)*: [_____]
 - ☐ **Vehicle Security**: Status of security systems such as alarms, door locks and window position *(please choose)*: [_____]
 - ☐ **Specialty Vehicle Manufacturer Data**: High-level details about Specialty Vehicle Manufacturer installed modules, including input and output status of those modules *(please choose)*: [_____]
 - ☐ Other *(please specify)*: [_____]

Please visit the Frequently Asked Questions for more information on specific data elements that are available, including links to Data Dictionaries.

3. Please specify the time period in which you are requesting each category of requested data:
- [_____]



D. PERSONAL DATA

1. Does the request involve personal data? ☐ Yes ☐ No

If Yes, please explain how processing personal data addresses the exceptional need:

[_____]

2. If Yes, please (i) explain why it is strictly necessary to make personal data available, (ii) describe the specific and limited purposes for processing; and (iii) why the data cannot be anonymised, per Article 18(4) and Recital 72 of the EU Data Act:

Please respond in respect of each of (i), (ii) and (iii)

(i): [_____]

(ii): [_____]

(iii): [_____]

3. What technical and organisational measures have you taken to implement data protection principles? (*tick all that apply*):

☐ Encryption in transit

☐ Encryption at rest

☐ Role-based access control

☐ Network-restriction measures

☐ Audit / logging mechanisms

☐ Other: [_____]

E. DATA ERASURE & RETENTION

1. Please specify when the requested data are expected to be erased by all parties that have access to them:

☐ Expected date of erasure: [_____]

☐ Not possible (*please explain why*): [_____]

2. Is archiving of the requested data required by national / EU law? ☐ Yes ☐ No

If Yes, cite legal basis: [_____]

F. SHARING WITH RESEARCH ORGANISATIONS OR STATISTICAL BODIES

To be completed if you intend to share data with: (i) individuals or organisations carrying out scientific research or analytics compatible with the purpose of the data request; or (ii) national statistical institutes and Eurostat for the production of official statistics.

1. Which third party do you intend to share data with (*tick all that apply*):

☐ Individual researchers

☐ Research organisations

☐ National statistical institutes

☐ Eurostat

☐ Other: [_____]

☐ Not applicable



2. Please provide the relevant contact details of all third parties you will share data with for research or statistical purposes:

Name (individual / organisation): [_____]

Email: [_____]

Telephone number: [_____]

3. Purpose for which data is made available (*please tick all that apply and provide details*):

☐ Scientific research activities: [_____]

☐ Analytical activities: [_____]

☐ Development, production and dissemination of official statistics:
[_____]

☐ Other: [_____]

4. Has personal data been requested? ☐ Yes ☐ No

5. Technical protection and organisational measures taken by the research organisation or statistical body (*tick all that apply*):

☐ Encryption in transit

☐ Encryption at rest

☐ Role-based access control

☐ Network-restriction measures

☐ Audit / logging mechanisms

☐ Other: [_____]

G. DEADLINE

Please specify the deadline by which the request be made available: [_____]

H. NOTIFICATION AND CROSS-BORDER REQUESTS

When making a request, public bodies must notify the relevant authorities – whether in the Member State or the Commission.

1. Have you informed the relevant authority about your request?

☐ Yes

☐ No

2. If Yes, confirm the relevant authorities informed: [_____]

3. If No, provide reasons: [_____]

REQUESTING BODY SIGNATURE

Name: [_____]

[ELECTRONIC SIGNATURE OR FULL NAME OF AUTHORISED REPRESENTATIVE]

Role: [_____]

Date: [_____]