

Data privacy statement for the contracting & procurement process regarding the storage and use of personal data by GIZ in Laos

As described in the Declaration of consent for contractor, sending your CVs and other personal data in connection with the inquiries, bidding and contract conclusion processes with GIZ Laos requires the disclosure of personal data. As the protection of personal data is very important to GIZ, we would like to inform you about which personal data is stored and what it is used for as well as what is your right.

The responsible body for data processing is Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

Registered offices:

Friedrich-Ebert-Allee 32 + 36, 53113 Bonn, Germany

Dag-Hammarskjöld-Weg 1 - 5, 65760 Eschborn, Germany

giz-laos@giz.de

All information in the CVs and other personal data of the Contractor that are/were transmitted in connection with the inquiries, bidding and contract conclusion processes with GIZ Laos are stored by GIZ Laos in hard copies and/or soft copies.

GIZ is also authorised to forward the CV/profile of the Contractor to other GIZ projects/ other German and international organizations for the above-mentioned purposes. Before data is passed on to other GIZ projects or organisations/entities mentioned above – even in an anonymised form – data will be encrypted.

The data will not be passed on to any other third parties.

The data will be used exclusively for the declared purposes. Any other use will always be dependent on your consent being obtained again.

GIZ and other German/international organizations undertake to use appropriate technical and organisational measures to secure your data against unintentional or intentional falsification, destruction, loss or access by unauthorised persons. Access to your personal data is restricted to GIZ staff in the Contract and Procurement group only, who need to process the data for the above-mentioned purpose, and who will handle the information you provide in a proper and confidential manner.

Once the consent has been sent to GIZ, it shall remain valid for a period of up to 10 (ten) years from signing, even if no assignment is arranged.

Rights of the data subject

You are entitled to enquire about your personal data, to have the data corrected if necessary, and to demand restriction of the data's use or that it be deleted. The data will

then be removed from our system. You can withdraw your consent for us to use your personal data at any time. The lawfulness of processing up to the point at which you withdraw your consent is unaffected.

If you have any questions or complaints about this policy or the processing of your data, you can contact the GIZ Data Protection Officer at the following email address: dpo@giz.de

Revocation and other requests can be addressed to

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

373/18 Watnak Nyai Road, Thaphalanxay Village

Sisattanak District, Vientiane, Laos, Postal Address: P.O. Box 9233