

Declaration of consent

for Contractor/Bidder on the storage and use of personal data by GIZ Laos

As the protection of personal data is very important for GIZ, this declaration explains what data relating to the Contractor is stored and the purpose for which it is used.

CVs and other personal data of the Contractor/Bidder 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.

- Your data will be used only by GIZ Laos during the contract implementation and after the above-mentioned processes solely for making recommendations to other GIZ projects / other German and international organizations, which are looking for similar profile and qualification for their project activities.
- GIZ is also authorised to forward the CV/profile of the Contractor/Bidder 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.
- The person signing this declaration is entitled to enquire about his/her personal data, to have the data corrected if necessary, and to demand that the data be erased. The data will then be erased. The consent given to use personal data can also be revoked at any time.

To revoke your consent, please send an email to *email:* giz-laos@giz.de /**Subject: Revocation of CV storage of Contractor**

I hereby consent to my personal data being stored by GIZ and being viewed, processed and shared within GIZ as well as with other German/international organizations. The consent should be sent once to GIZ and shall remain valid for a period of up to 10 (ten) years from signing, even if no assignment is arranged.

Full name: _____

Contract/Inquiry/Bidding No. _____

Date, signature _____