|  |  |  |  |
| --- | --- | --- | --- |
| |  |  |  | | --- | --- | --- | |

Taxpayer consent form for use in connection with the Independent Research Fund Denmark’s handling of applications for approval of research qualifications and the position’s content of research work (the Danish Tax at Source Act, sections 48 E - 48 F)

I hereby give consent to the Independent Research Fund Denmark to process my personal data in connection with the Fund’s handling of my application for approval of my research qualifications and my position’s content of research work.

I furthermore acknowledge that I have acquainted myself with the information included below - including my rights - about how my personal data are processed.

**NB: The following must be completed and signed by the taxpayer**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Full name (in capital letters)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Place of employment

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Processing personal data about you as a taxpayer for an application for approval of your research qualifications and your position’s content of research work (the Danish Tax at Source Act, sections 48 E - 48 F).

## Collection of contact information and personal data

Your personal data has been submitted by you/your place of employment to the Independent Research Fund Denmark (IRFD) along with the application for approval of your research qualifications and your position’s content of research work (the Danish Tax at Source Act, sections 48 E - 48 F). The following contains information about how the IRFD processes your personal data, cf. Article 13 of the General Data Protection Regulation, “Information to be provided where personal data are collected from the data subject” (if you have submitted the application) or Article 14, “Information to be provided where personal data have not been obtained from the data subject” (if your place of employment has submitted the application and a consent form from you).

## Data controller

The Independent Research Fund Denmark (IRFD) is the data controller for its processing of personal data when handling the application for approval of your research qualifications and your position’s content of research work.

IRFD contact information:

Independent Research Fund Denmark

Asylgade 7

5000 Odense C

CVR: 19918440

Telephone: +45 3544 6200

Email: dffsekretariatet@ufm.dk

Website: [www.DFF.dk](http://www.DFF.dk)

If you have any questions about how the IRFD processes your personal data during its handling of your application for approval of your research qualifications and/or your position’s content of research work, please contact the relevant case officer. Contact information for the case officer is usually stated in the case file.

## Data protection officer contact information

The IRFD’s data protection officer monitors, among other things, compliance with the General Data Protection Regulation and advises the Fund's processing of personal data.

You can contact the IRFD’s data protection officer through any of these channels:

Ministry of Higher Education and Science

P.O. Box 2135

1015 Copenhagen

Attn.: Data protection officer

Telephone: +45 3392 9700

Email: dpo@ufm.dk

*Secure email*

Applications and inquiries that contain sensitive data can be submitted via these links:

[Direct link for businesses](https://post.virk.dk/?logon=virksomhed&function=inbox&mailboxid=28071)

[Direct link for citizens](https://post.borger.dk/?logon=borger&function=inbox&mailboxid=28071)

Inquiries without sensitive data can be sent via email to [forskerskatteordning@ufm.dk](mailto:forskerskatteordning@ufm.dk).

## Purpose and legal basis

Your personal data are processed in the course of the Independent Research Fund Denmark’s handling of your application for approval of your research qualifications and your position’s content of research work.

The legal basis for the IRFD's processing of your personal data follows from:

* Article 6(1)(e) of the General Data Protection Regulation, according to which the processing is lawful if:

“Article 6 […] e) processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.”

* Article 6(3)(b) of the General Data Protection Regulation states that the basis for processing pursuant to Article 6(1)(e) must appear from:

“Article 6 […] b) Member State law to which the controller is subject.”

* Article 9(2)(g) of the General Data Protection Regulation, according to which the processing of sensitive data is lawful if:

“Article 9 […] g) processing is necessary for reasons of substantial public interest, on the basis of Union or Member State law which shall be proportionate to the aim pursued, respect the essence of the right to data protection and provide for suitable and specific measures to safeguard the fundamental rights and the interests of the data subject.”

The legal basis for the processing of your personal data in relation to national law is Section 16 of Act on the Danish Council for Research and Innovation Policy and Office of Independent Research Fund Denmark (Act no. 384 of 26 April 2017), and the Danish Tax at Source Act Sections 48 E - 48 F (Consolidation act no. 117 of 29 January 2016).

## Categories of personal data

The IRFD processes personal data registered in the application for approval of your research qualifications and your position’s content of research work.

As a rule, only general personal data are processed (Article 6), for example:

* Identifying data (name, address and date of birth)
* Contact information
* Information about place of education or place of employment
* Information about educational background
* Information about leave
* Salary information
* Employment contract, if stated in the material
* Your CPR no.

The Fund occasionally processes sensitive personal data, such as medical information, if any such are provided in the material.

## Where are the personal data obtained?

The IRFD processes personal data included in the application for approval of your research qualifications and your position’s content of research work.

## Disclosure of your personal data

Your personal data are not disclosed.

## Transfer to recipients in third-party countries (non-EU countries)

Your personal data will not be sent to third-party countries outside the EU.

## Storage of personal data

Documents containing personal data are filed in accordance with the rules of the Danish Access to Public Administration Files Act and submitted to the public record authorities in accordance with the rules in the archival legislation (every 5 years).

## The right to withdraw your consent

You have the right to withdraw your consent at any time by contacting the IRFD to do so. Choosing to withdraw your consent will not affect the lawfulness of the processing of your personal data based on your consent up until the time of withdrawal. Therefore, withdrawing your consent will only take effect from that point on.

## Your rights

The right to be informed

In many instances, the Fund must provide you with various information when your personal data are collected by the Fund.

The right to view data (right of access)

You have the right to be informed about the processing of your data. This means that, with certain exceptions, you have the right to know if the Fund is processing data about you and, if so, to see the data.

The right to correction (right to rectification)

The Fund must process accurate and up-to-date data. Should the Fund process data about you that are incorrect, you have the right to have the data corrected.

The right to erasure

In special instances, you have the right to have your data erased before the general time limit for erasure by the Fund. However, it should be noted that the Fund, as a public authority, is subject to rules that in many instances do not permit the Fund to erase the data being processed.

The right to restrict processing

In some instances, you have the right to restrict the processing of your personal data. If you are entitled to restricted processing, the Fund may then only process the data - except for storing it - with your consent, or in order to establish, exercise or defend a legal claim, or to protect another person, or on important public interest grounds.

The right to object

In some instances, you have the right to object to the Fund's otherwise lawful processing of your personal data.

The right to transmit data (data portability)

You have the right in some instances to receive your personal data in a structured, commonly-used and machine-readable format, and to have this personal data transmitted from one data controller to another without hindrance. Please note however, that in most instances this right will not apply to public authorities, including the Fund.

You can read more about your rights in the Danish Data Protection Agency's guidelines about the rights of data subjects <https://www.datatilsynet.dk/>