



## **Processing of data in relation to your application**

You have submitted an application for a short term visa to Denmark. Therefore, you have been given this letter.

In this letter you can read about the collection and processing of your personal data in relation to your visa case.

The authority processing your application is responsible for the collection and the processing of your data. The authority is the data controller.

The data controlling authority must inform you about its processing of data about you. When you apply for a short term visa there are two different authorities that can process the case.

Normally, your application is being processed by the Danish Diplomatic Mission (Embassy or General Consulate) where you have submitted the application or the Diplomatic Mission to which the Outsourcing Office has transferred your application. In these cases, the Ministry of Foreign Affairs of Denmark is the data controller and thereby the authority responsible for the collection and the processing of data. If the Diplomatic Mission assesses that the application needs further investigation, your application will be forwarded to the Danish Immigration Service.

If your application has been refused by a Diplomatic Mission and the decision has automatically been appealed or you have appealed the decision, the Danish Immigration Service will process the appeal. In both those situations, the Danish Immigration Service is the data controller and thereby the authority responsible for the collection and processing of data.

Kind regards,

The Ministry of Foreign Affairs of Denmark and the Danish Immigration Service

## **Information to you as a short term visa applicant**

The Ministry of Foreign Affairs of Denmark and the Danish Immigration Service provides you this letter in order to inform and guide you about how we process your personal data, and about your rights in relation to this.

The information we are required to give you is the following:

1. Name and contact information of the data controller
2. Contact information of the data protection officer
3. The purpose and legal basis for our processing of your personal data
4. Your obligation to give us your personal data
5. Which of your personal data we process
6. Who can we disclose or transfer your personal data with
7. Where does your personal data originate from?
8. How long we store your personal data
9. Information about consent
10. Your rights in relation to our processing of your personal data
11. Your possibilities to appeal to the Data Protection Agency

Below you can read more about this information, which we are obligated to provide you.

If you have questions, you are welcome to contact us. You can find our contact information in section 1 below.

### **1. Contact information of the data controller**

The Ministry of Foreign Affairs of Denmark is responsible for processing the personal data you provide in the visa application form and for the data we receive about you in connection with processing the case.

Our contact information is:

Ministry of Foreign Affairs of Denmark  
Asiatisk Plads 2, 1448 København K  
CVR-nr.: 43271911  
+45 33 92 10 00  
[um@um.dk](mailto:um@um.dk)

The Danish Immigration Service is responsible for processing the personal data we receive in connection with processing the case.

Our contact information is:

Danish Immigration Service  
Ryesgade 53, 2100 København Ø  
CVR-nr.: 77940413  
+45 35 36 66 00  
[us@us.dk](mailto:us@us.dk)  
[newtodenmark.dk](http://newtodenmark.dk)

## 2. Contact information of the Data Protection Officer

Both the Ministry of Foreign Affairs of Denmark and the Danish Immigration Service have their own Data Protection Officers (DPO).

If you have questions about how the Ministry of Foreign Affairs of Denmark processes your personal data, you can contact the Ministry's Data Protection Officer, who has the following contact information:

Ministry of Foreign Affairs  
Asiatisk Plads 2, DK-1448 København K, att. "databeskyttelsesrådgiveren/Data Protection Officer"  
[dpo@um.dk](mailto:dpo@um.dk)

If you have questions about how the Danish Immigration Service processes your personal data, you can contact the Ministry of Immigration and Integration Data Protection Officer, who has the following contact information:

Ministry of Immigration and Integration,  
Slotsholmsgade 10, 1216 København K  
Att: Databeskyttelsesrådgiver/Data Protection Officer,  
[dpo@uim.dk](mailto:dpo@uim.dk)

## 3. The purpose and legal basis for our processing of your personal data

Your data is collected in order to process your application for short term visa and the possible residence permit in Denmark and to control the requirements for this.

The legal basis for processing your personal data is the Danish Aliens Act, the Danish Data Protection Act and the General Data Protection Regulations. It concerns the following specific provisions:

The Danish Aliens Act's chapter 1 about entry into Denmark and residence in the country

The Danish Data Protection Act:

- section 8.1 (1) and (3) about possible information regarding criminal offences § 8, stk. 2, nr. 1 og 3

The General Data Protection Regulations:

- Article 6.1 (c) relating to the processing of data in order to comply with a legal obligation
- Article 6.1 (e) relating to the exercise of official authority
- Article 9.2 (e) relating to information made public by the data subject
- Article 9.2 (f) relating to the necessity of processing in order to establish, exercise or defend legal claims)

Certain data may be used for statistical purposes at a later point in time.

## 4. Your obligation to give us your personal data

You are obligated to provide the information necessary for the authorities to make a decision in your case. Failure to provide the information can result in a fine or up to one year imprisonment.

You can read more about your obligations in the Danish Aliens Act section 40.

## **5. Which of your personal data do we process?**

We process the following types of data about you, if necessary:

- General personal data, such as: information about your identity, citizenship and travel routes, information about your family and information about your refugee status.
- Information about whether you have committed any legally punishable offences.
- Sensitive personal data, such as: political opinions, religious beliefs and health information.

## **6. Who can we disclose or transfer your personal data with?**

The Ministry of Foreign Affairs of Denmark, including its Missions abroad can, in certain cases, provide data to a third-party dataprocessor, who will process the information on behalf of the Ministry including its missions abroad.

The information you have provide or will provide in relation to the application for short term visa, will be registered in the Danish visa registers (UM-VIS and IVR-VIS) and the Schengen states' common visa database (C-VIS).

The Danish Immigration Service can, in certain situations, disclose your data with other authorities. We regularly disclose data with:

- the Ministry of Foreign Affairs, in particular its Missions abroad ,
- the Danish Security and Intelligence Service and the Danish Defence Intelligence Service (in accordance with section 45 a of the Aliens Act),
- the public prosecutor (in accordance with section 45 c of the Aliens Act),
- the Immigration Appeals Board,
- the Refugee Appeals Board,
- the Ministry of Immigration and Integration
- the Danish Agency for International Recruitment and Integration
- other countries, including ones that you apply for visas to,
- the Danish Parliament, and
- the police in Denmark.

Data is disclosed when it is necessary for the Danish Immigration Service to exercise our official authority, including when we are legally obliged to share data.

In certain situations, the Danish Immigration Service may provide data to a third-party data processor. In addition, other authorities and private organisations can have access to this information (The Danish Aliens Act section 44a).

## **7. Where does your personal data originate from?**

The Ministry of Foreign Affairs of Denmark and the Danish Immigration Service process the personal data you have provided in the application. The Ministry of Foreign Affairs of Denmark discloses those data with the Danish Immigration Service. We will also process data you may provide at a later point in the case process.

When the Immigration Service processes your case, we will receive information from other authorities. This includes the Ministry of Foreign Affairs of Denmark.

In addition, we will process data obtained from:

- your previous short term visa applications
- any of your possible previous cases with the Immigration Service
- searches in databases, such as: the Civil Registration System (CPR), the income register (eIndkomst), the Central Crime Register (KR), the Central Passport Register and the Schengen Information System (SIS II)
- other authorities, such as: the State Administration, the Immigration Appeals Board and the Refugee Appeals Board,
- third-parties, such as: employers and educational institutions,
- information about your close relatives' previous and current cases at the Immigration Service,
- information from public available sources such as webpages and social media, and
- information about the person who might be your host in Denmark, as well as any previous cases the person may have had at the Immigration Service.

As part of the case-handling by the Ministry of Foreign Affairs of Denmark, including its Missions abroad can share data with other public authorities, private actors, foreign national private actors, organisations and authorities, including in third countries, especially in connection with verification of documents and information in accordance with article 21 of the Visa Code (Regulation (EC) No [810/2009](#) of the European Parliament and of the Council of 13 July 2009 establishing a Community Code on Visas (Visa Code).

## **8. How long will we store your personal data?**

Data will be stored and saved in the common visa information system, C-VIS, for a maximum of 5 years in accordance with the VIS Regulation's article 23. O

Data will normally be stored and saved in our national systems UM-VIS and IVR-VIS for 10 years. However, certain cases can be stored for longer if there is a specific need for this.

The data will be available for the visa issuing authorities and the authorities making visa controls at the external borders and in the member states, and for the member states' immigration and asylum authorities. The data is saved in order for the authorities to control if the rules for legal entry, legal stay and legal residence in the member states' areas are obeyed. The information can also be saved in order for the authorities to identify persons who do not obey the rules, to process an asylum application or to decide who is responsible for the processing.

Under certain circumstances, the data will also be available for appointed authorities in the Schengen member states and for Europol in relation to prevention, revealing and investigation of terror acts and other serious criminal offenses.

### *About biometric features*

If you have your finger prints and facial photo taken for identification and identity control, your fingerprints and photo will be stored in the immigration authorities' database. If you are granted a residence permit at a later point in time, your fingerprints and photo are stored for 10 years. If you are not granted a residence permit, your fingerprints and photo are stored for 20 years. If you are granted Danish citizenship, your fingerprints and photo will be deleted.

## **9. Information about your consent**

The Ministry of Foreign Affairs of Denmark and the Danish Immigration Service do normally not request consent in order to process personal data, as is otherwise required by the GDPR, since processing authority is granted by 6.1 (e) and 9.2 (f) of the GDPR (see section 3).

You may be asked for legal consent. If a consent is requested, it is normally not in accordance with the GDPR, but a consent in accordance with the Danish Public Administration Act (forvaltningsloven) or the Danish Aliens Act.

## **10. Your rights in relation to our processing of your personal data**

Under the GDPR, you have certain rights when we process your data.

You have the following rights in accordance to the General Data Protection Regulation and the VIS regulation:

- You have the right to access which data about you the Ministry of Foreign Affairs of Denmark and the Danish Immigration Service is processing.
- You have the right to request that corrections are made to personal data about you that you feel are inaccurate.
- In special situations you have the right to have data about you deleted or to restrict the processing of your personal data, if the data is no longer necessary for the processing of your case.
- You have the right to object to otherwise legal processing of your personal data.

You can read more about your rights in the Danish Data Protection Agency's guidance about the GDPR at [www.datatilsynet.dk](http://www.datatilsynet.dk). If you would like make use of your rights under the GDPR, either contact the Ministry of Foreign Affairs of Denmark or the Danish Immigration Service.

## **11. Appeals to the Data Protection Agency**

You have the right to submit an appeal to the Data Protection Agency if you are dissatisfied with the way we process your personal data. Information about how to do so is available at [www.datatilsynet.dk](http://www.datatilsynet.dk)