

AUTHORISATION 2 – Social Support –

I,

full name

date of birth:

V no.:

and / or

IND number:

hereby grant permission to the staff at the Dutch Council for Refugees:

- to manage the general and special personal data that are necessary for the purposes referred to below in a national digital file system;
- to process only my identification numbers prescribed by law, such as my CSN and V numbers, on my behalf and on my instructions to the extent that I am obliged by law to use such identification numbers in communications with organisations subject to a legal obligation to do so. The Council for Refugees explicitly does not process my identification number as the responsible party within the meaning of the privacy regulations but solely as processor;

All my data will be treated confidentially and will be used exclusively for the purposes about which I have been informed. These purposes are support during:

- housing;
- social support;
- education and work;
- legal actions *outside the asylum seekers' centres* (for instance, if your residence permit expires).

My data can also be used for policy development within the Dutch Council of Refugees. The Dutch Council for Refugees will provide me with additional information on any new purposes.

This authorisation is given for the national association of the Dutch Council of Refugees and for (tick where appropriate):¹

- the Noord-Nederland Dutch Council for Refugees Foundation
- the Oost-Nederland Dutch Council for Refugees Foundation
- the Noordwest-Nederland Dutch Council for Refugees Foundation
- the Zuidwest-Nederland Dutch Council for Refugees Foundation
- the Zuid-Nederland Dutch Council for Refugees Foundation
- the Midden-Nederland Dutch Council for Refugees Foundation
- Brabant-Centraal New Arrivals and Dutch Council for Refugees Foundation

Place:

Date:

Name^{2*}:

Signature *:

¹ Please tick the box for one foundation only. Please sign a second time with a new date if you move to the area of another foundation. This consent expires automatically two months after signing as the basis for the processing of your personal data for the previous foundation unless you indicate that your permission continues to apply. It is, however, also possible that the previous foundation will continue to process your personal data on another basis, such as compliance with a legal provision, the execution of an agreement to which you are a party or in which you have a legitimate interest.

² The legal representative must state his/her name and place his/her signature for any person under the age of 16 years.

Information concerning the use of your data

What is the Dutch Council for Refugees?

The Dutch Council for Refugees is an independent organisation that protects the rights of refugees and supports refugees as they build up a new life in the Netherlands. The Dutch Council for Refugees supports asylum seekers during their asylum procedure and their integration and helps with any other questions they may have. The Dutch Council for Refugees comprises a national association and the regional foundations in Noord-Nederland, Oost-Nederland, Noordwest-Nederland, Zuidwest-Nederland, Zuid-Nederland, Midden-Nederland and the Brabant-Centraal foundation for New Arrivals and Council for Refugees.

Personal Data Protection Act

The Netherlands has legislation to protect the privacy of the individual. The Personal Data Protection Act or Wbp regulates how the Dutch Council for Refugees should handle your personal data. This law provides that this must be done carefully and securely. Everyone whose data is recorded is entitled to monitor its correct use. You may, for instance, consult, correct, supplement, delete, block or have your own data transferred at all times.

Your personal data

The Dutch Council for Refugees needs your personal data so that it can help you in the best possible manner. This includes general data, such as your name, address, nationality, date of birth and data concerning your asylum procedure and your personal circumstances. The information on your personal circumstances may also contain special personal data. This is data that we, in the Netherlands, regard as particularly sensitive and that needs to be treated with special care. This may be such data as your race, health, religion, philosophy of life or your political opinions. The Wbp prohibits the use of special personal data unless this is necessary under the law, for instance, or if you have given us your explicit consent. **Your special personal data will only be recorded if your asylum procedure requires this.**

Consent

In order to be able to provide our help, we ask for your written consent to use your data and to be allowed to save it in our automated file system. If you move to another reception centre, the Dutch Council for Refugees will send your file on to the Dutch Council for Refugees in your next reception centre, so that our support (in your asylum procedure or your integration) can be continued.

The Dutch Council for Refugees binds its staff to maintain secrecy and to treat your data confidentially.

If you are dissatisfied with the manner in which the Dutch Council for Refugees handles your personal data, you can put in a complaint. There are rules of procedure on how you can submit a complaint; these are available for consultation at the Dutch Council for Refugees. You can always ask to see them.

Would you like further information?

The way the Dutch Council for Refugees handles your data is set out in rules of procedure. If it all seems rather complicated and you need further information after reading the information, please do not hesitate to contact us. We are here to help and inform you as well as we can.

Yours sincerely,

The Dutch Council for Refugees