

## **Information pursuant to Article 13 of the General Data Protection Regulation (GDPR)**

The Federal Foreign Office will use your personal data in processing your application. Personal data are all information referring to an identified or identifiable natural person. We would like to provide the following information regarding our data processing in order to comply with our obligation under Article 13 of the GDPR:

[1] Pursuant to Article 4 (7) of the GDPR, responsibility for the processing of your personal data lies within the Federal Foreign Office with its missions abroad, in your case

*Embassy of the Federal Republic of Germany*  
*St. Clair Avenue 19, St. Clair, Port-of-Spain, Trinidad and Tobago*  
*Tel. +1 868 628 1630*  
*Internet: [www.port-of-spain.diplo.de](http://www.port-of-spain.diplo.de)*  
*Mail: [info@ports.diplo.de](mailto:info@ports.diplo.de)*

[2] Contact details of the Data Protection Commissioner at the mission abroad:

*Mr. Andreas Haack*  
*St. Clair Avenue 19, St. Clair, Port-of-Spain, Trinidad and Tobago*  
*Tel. +1 868 628 1630*  
*Mail: [info@ports.diplo.de](mailto:info@ports.diplo.de)*

[3] Your personal data will be passed on to the Federal Office of Administration / the competent register office for further processing of your application relating to citizenship/name/civil status. The mission abroad will process your data to ascertain the identity of the applicant, check that your application is complete and authenticate copies and your signature on the application form. The legal basis for the processing is Section 31 of the Nationality Act and Sections 2, 8 and 10 of the Consular Law.

[4] Your personal data will be stored for a maximum of five years in accordance with the instructions for the records section of the missions abroad; once your application has been approved, your data will immediately be destroyed.

[5] As a data subject you have the following rights:

- Right of access (Article 15 GDPR)
- Right to rectification (Article 16 GDPR)
- Right to erasure (Article 17 GDPR)
- Right to restriction of processing (Article 18 GDPR)
- Right to data portability (Article 20 GDPR)
- Right to object (Article 21 GDPR).

[6] You also have the right to complain to a data protection supervisory authority about our processing of your personal data.