Annex No. 3

**Project Proposal for**

**Internship in Slovakia in 2023**

(Information required by the Slovak Embassy)

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| **Name, surname and expertise of applicant for internship:** | |
| **Applicant's information:**  (Please provide the position of the applicant, contact email address, active knowledge of foreign language(s), Curriculum Vitae attached to this application) |  |
| **Name of the Sending Organization:** |  |
| Legal form of the sending organization: |  |
| Organization address (street name, street number, postal code, city): |  |
| Name, surname and position of the contact person from the sending organization: |  |
| Contact details of the contact person from the sending organization (email, phone, website): |  |
| **Reason(s) for choosing the public administration body of the Slovak Republic for your internship:** | |
| **Overall objective and expectations of the sending organization after the internship (Terms of Reference):** | |
| **Content and focus of the internship:**  (Detailed specification of topics within the scope of the public administration body) | |
| **Applicant's information:**  (Please provide the name and surname of the applicant, their position, email address and active knowledge of foreign language(s), as well as an up-to-date CV attached to this application. Please fill in and sign the *Data Subject Consent for Processing of Personal Data Contained in CVs Submitted to SAIDC Projects* attached to this document.) | |
| **Suggested date for the internship:**  (The exact date and schedule of the internship will be announced by the relevant department(s) of the public administration body depending on their availability; recommended length of internship is maximum 2 weeks) | |
| **List of similar activities supported by SlovakAid or by other donors in the last 5 years:** | |

Annex:

**Data Subject Consent for Processing of**

**Personal Data Contained in CVs Submitted to SAIDC Projects**

**Controller 1**

Name: **SAIDC (**Slovak Agency for International Development Cooperation)

(SAIDC)

Address: Pražská 7, 811 04 Bratislava, Slovak Republic

BIN: 31819559

DPO: [zodpovednaosoba@slovakaid.sk](mailto:zodpovednaosoba@slovakaid.sk)

**Controller 2**

Name:Ministry of Foreign and European Affairs of the Slovak Republic

(MFEASR)

Address: Hlboká cesta 2, 833 36 Bratislava, Slovak Republic

BIN: 00699021

DPO: +421 2 5978 2052/53, [ochranaudajov@mzv.sk](mailto:ochranaudajov@mzv.sk)

|  |  |  |  |
| --- | --- | --- | --- |
| **Data Subject:**   * applicant or applicant’s statutory representative, * project manager, * or other natural person participating in the project implementation. | | | |
| **Name and surname** of Data Subject |  | | |
| **Job position** of Data Subject |  | | |
| **Name of legal entity/company/organization** representing/acting on behalf of Data Subject |  | | |
| I hereby consent, freely and voluntarily, to the processing of personal data provided in my curriculum vitae attached to the Application for grant, financial contribution or internship (under the Sharing Slovak Expertise tool) to both Controllers named above. This GDPR Data Subject Consent is an attachment to the Application for grant, financial contribution or internship.  **This consent for personal data processing specifically applies to the following personal data indicated in my attached curriculum vitae:**  *Name and surname*  *Contact personal data (telephone number, email and organization address)*  *Education (field of study information) (highest level of education attained – e.g. university education of 1st or 2nd degree, length of studies, title, study area or specialization, name of school and/or faculty)*  *Work experience (name of job position, employer, job description)*  *Language abilities*  *Skills and competencies (list of implemented projects, training, certificates, and other education)*  *Publication activity (publications, presentations, lectures)*  *Further information relevant for the subject of the application in accordance to concrete grant, financial contribution or internship.*  For the purposes of this consent for personal data processingby both controllers specified above, data processing includes the following activities of the controllers:   * Reviewing the Data Subject’s suitability and qualification for a position/project, * Verification of the Data Subject and confirmation that he/she represents the specified legal entity, * Processing of personal data indicated of natural person in relation to project implementation under the development cooperation for the purposes of project administration during its duration, * Potential provision of personal data to third parties in necessary cases mainly given by national laws, if such provision is deemed necessary for a given purpose or results from special regulations (e.g. data provision to evaluators, project auditors etc for the purposes of project evaluation or audit). | | | |
| WITH PROCESSING of personal data specified above for the needs of both Controllers specified in this Consent and for the purposes specified above give my consent. With this data processing>> | | **I AGREE\***  \* strike out non-applicable | **I DISAGREE\***  \* strike out non-applicable |
| I acknowledge I can verifiably withdraw my freely given consent at any time. Consent may be revoked in writing, electronically or in person at the above specified addresses of Controller 1 and Controller 2. | | | |
| I hereby declare I understand my Data subjects rights pursuant to Articles 12-23 of the GDPR as well as the possibility to withdraw my given consent. | | | |

The obligation to inform of Operator 1 and Operator 2 as to personal data processing (*pursuant to Article 12 of* [*REGULATION OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL (EU) 2016/679*](https://eur-lex.europa.eu/legal-content/SK/TXT/HTML/?uri=CELEX:02016R0679-20160504&qid=1615983829039&from=EN#tocId51) *from 27 April 2016**on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and* *repealing Directive 95/46/EC* *(general regulation on data protection), hereafter only the “Regulation” or “GDPR”)* is available at the webpage of [Operator 1](https://slovakaid.sk/en/gdpr/) / [Operator 2](https://www.mzv.sk/web/en/ministry/privacy_protection_policy).

(Place)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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*Signature of Data Subject*

**Rights of Data Subject**

**Data Subject has the following** [**rights**](https://dataprotection.gov.sk/uoou/sk/content/prava-dotknutych-osob)**:**

1. The right to obtain confirmation from Controller 1/ 2 as to whether personal data about him or her are being processed in their systems. When Controller1/2 processes personal data of the Data Subject, his or her right to access to the personal data and further information specified under Article 15 of GDPR must be secured,
2. The right to request correction of the data related to the Data Subject if the data is incorrect, or to supplement it if it is incomplete,
3. The right to erase of the data, including the right to forget the data when the purpose of data processing no longer exists; when the Data Subject withdraws his or her consent; when the data processing is contested by the Data Subject; or in case of illegal data processing pursuant to Article 17 of the GDPR ,
4. The right to limit data processing pursuant to Article 18 of the GDPR ,
5. The right to data portability in a structured version, commonly used in automated reading format and right to transfer this personal data to the other Operator if technically feasible and if the personal data is processed based on consent of the Data Subject or based on an agreement or when the processing is in automated manner.
6. The right to [lodge a complaint](https://dataprotection.gov.sk/uoou/sk/content/konanie-o-ochrane-osobnych-udajov) to the supervisory authority The Office for Personal Data Protection ([Úrad na ochranu osobných údajov Slovenskej republiky](https://dataprotection.gov.sk/uoou/sk/content/medzinarodny-pravny-ramec-0)), Hraničná 12, 820 07 Bratislava, Slovak Republic.

**The Data Subject can exercise his or her duties upon filing a request:**

1. Electronically via email to the address of responsible persons representing Controller1/ 2
2. In writing via registered mail to the address of Controller1/ 2.

**Controller1/2:**

* May ask the Data Subject to provide additional information needed for his or her identity verification,
* Processes requests free of charge, while it can request a proportionate fee or decline to act upon a request if the request is demonstrably unsubstantiated or excessive, mainly for its repetitive nature,
* Informs the Data Subject on how the request is being processed, in due time, within a maximum of one month from the day the request was received. In duly justified cases this period may be extended by two more months, even repetitively. The Data Subject will be informed about every extension of the deadline along with justification of the delay.
* Answers requests in writing or electronically, generally in the same way the request was filled.