

Data Privacy Policy

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH attaches great importance to responsible and transparent management of personal data.

Below you will find information about,

- who you can contact at GIZ on the subject of data protection.
- what data is processed when you visit the website.
- what data is processed when you contact us, subscribe to newsletters or press releases or use other GIZ online services.
- what possibilities there are to object to the storage of the data.
- what rights you have with respect to us.

1. Controller and Data Protection Officer

The responsible body for data processing is the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH.

Address:

Friedrich-Ebert-Allee 32 + 36, 53113 Bonn
Dag-Hammarskjöld-Weg 1–5, 65760 Eschborn

Contact:

[mukhabbat.kamalova@giz.de]

If you have specific questions about the protection of your data, please contact GIZ's data protection officer: datenschutzbeauftragte@giz.de

2. Information about the collection of personal data

2.1 General

GIZ processes personal data exclusively in accordance with the European General Data Protection Regulation (GDPR) and the German Federal Data Protection Act (BDSG).

Personal data are, for example, name, address, e-mail addresses and user behavior.

Personal data will only be processed by GIZ to the extent necessary. Which data is required and processed for what purpose and on what basis depends largely on the type of service you use, or on the purpose for which the data is required.

2.2 Collection of personal data when visiting our website

When visiting the www.greencentralasia.org the browser used automatically transmits data that is stored in a log file. GIZ itself only processes the data that is technically required to display the website correctly and to ensure its stability and security.

Among other things, it is stored for each access the page viewed, the IP address of the accessing device, the page from which the user was redirected, as well as the date and time of the access. A detailed list of stored data can be found here.

Log file fields

Field	Displayed as	Description
Date	date	The date on which the activity occurred.
Time	time	The time, in coordinated universal time (UTC), at which the activity occurred.
Server IP Address	s-ip	The IP address of the server on which the log file entry was generated.
Method	cs-method	The requested action, for example, a GET method.
URI Stem	cs-uri-stem	The target of the action, for example, Default.htm.
URI Query	cs-uri-query	The query, if any that the client was trying to perform. A Universal Resource Identifier (URI) query is necessary only for dynamic pages.
Server Port	s-port	The server port number that is configured for the service.
User Name	cs-username	The name of the authenticated user who accessed your server. Anonymous users are indicated by a hyphen.

Client IP Address	c-ip	The IP address of the client that made the request.
User Agent	cs(User-Agent)	The browser type that the client used.
Referrer	cs(Referrer)	The site that the user last visited. This site provided a link to the current site.
HTTP Status	sc-status	The HTTP status code.
Protocol Substatus	sc-substatus	The sub status error code.
Win32 Status	sc-win32-status	The Windows status code.
Time Taken	time-taken	The length of time that the action took, in milliseconds.

The data in the log file is deleted after [30] days.

Further information on the storage and transfer of data:

GIZ is obliged to store data beyond the time of the visit in order to ensure protection against attacks on the GIZ's internet infrastructure and the communications technology of the Federal Government (legal basis: Art. 6 (1) (e) GDPR in conjunction with Section 5 BSI Act). In the event of attacks on communications technology, this data is analyzed and used to initiate legal and criminal prosecution.

Data logged when accessing the GIZ's website is only transmitted to third parties if there is a legal obligation to do so or if the transmission is necessary for legal or criminal prosecution in the event of attacks on the Federal Government's communications technology. Data will not be passed on in any other cases. This data is not merged with other data sources at GIZ.

2.3 Cookies

When you visit our website, small text files, so-called cookies, are stored on your computer. They are used to make the online presence more user-friendly and effective overall. Cookies cannot run programs or infect your computer with viruses.

The GIZ website uses cookies that are automatically deleted as soon as the browser in which the page is displayed is closed (so-called temporary cookies or session cookies). This type of cookie makes it possible to assign different requests from a browser to a session and to recognize the browser when you visit the website again (session ID).

2.4 Analysis service [etracker or matomo] (user analysis)

OPTION 1: Matomo

To analyze usage data on its website, GIZ uses the Matomo web analysis service operated by InnoCraft Ltd, Wellington, New Zealand. Data is stored and evaluated completely anonymously.

The data generated with Matomo is processed and stored by Matomo on behalf of GIZ in Europe and New Zealand only.

Further information on data protection at Matomo can be found here [Matomo Cloud Privacy Policy - Matomo Analytics](#)

OPTION 2: eTracker

To analyze usage data on its website, GIZ uses the etracker web analysis service operated by etracker GmbH, Hamburg. Data is stored and evaluated completely anonymously.

The data generated with etracker is processed and stored by etracker on behalf of GIZ in Germany only.

Further information on data protection at etracker can be found here <https://www.etracker.com/en/data-privacy/>.

Further information on user analysis

[etracker / Matomo] uses cookies to enable a statistical analysis of the use of the GIZ website. [etracker / Matomo] cookies do not contain any information that permits identification of a user. Every time you visit a page on the GIZ website and every time you download a file, information about the activity is processed and stored in a temporary log file. Before it is stored, each data set is rendered anonymous by altering the IP address.

GIZ evaluates usage information for statistical purposes as part of its public relations work and for the needs-based provision of information within the scope of the tasks it performs (legal basis: Article 6 (1) e GDPR in conjunction with Article 3 BDSG).

Information on opting out

Users who do not agree with the completely anonymous storage and evaluation of the data from their visit can opt out of the storage and use of the data at any time with a click of the mouse.

The button is located at the bottom of the page.

Further information on opting out

For this purpose, what is known as an opt-out cookie is stored on the device, preventing user data from being collected when the user visits the website in question. In order for the opt-out to take effect, the cookie must be stored on every device used. As the cookie is stored in specific browsers (programs for internet access), the cookie must be stored in each browser used on each device (e.g. Microsoft Edge, Chrome, Mozilla Firefox).

When all cookies on a device are deleted, the opt-out cookie is also deleted and must be reactivated.

3. Processing of personal data when contacting us

When users contact us, the data provided will be processed in order to be able to respond to the enquiry. The following contact options are available:

- e.g. contact form
- e.g. e-mail
- e.g. letter
- e.g. telephone

3.1 Contact form

On our website, a form offers the possibility to contact us electronically. When using the contact form, [list of the type of data, e.g. title, surname, first name, e-mail address], as well as any information provided by the e-mail address. Your postal address and other personal data provided in the request will be processed. The indication of the postal address is optional and, if desired, enables the request to be answered by post. The processing is carried out on the basis of consent in accordance with Art. 6 para. 1 lit. a GDPR and for the purpose of processing your request.

By activating the checkbox and submitting the contact form, the user agrees to the transmission and storage of his/her personal data. Filling out the contact form can be cancelled at any time. The data will only be transmitted by submitting the form.

The data is transmitted to GIZ via an SSL-encrypted connection.

3.2 Contact by e-mail

Alternatively, it is possible to contact GIZ via the e-mail addresses provided. In this case, at least the email address but also any other personal user data transmitted with the email (e.g. family and given name, address) as well as the information contained in the email are stored solely for the purpose of contacting the user and processing the request.

The legal basis for the processing of data transmitted in the course of sending an e-mail is Art. 6 (1) e GDPR.

3.3 Contact by letter

When contacting us by letter, the personal data transmitted (e.g. surname, first name, address) and the information contained in the letter will be stored for the purpose of contacting you and processing the request.

The legal basis for the processing of data transmitted in the course of sending a letter is Art. 6 (1) e GDPR.

3.4 Contact by telephone

If you contact us by telephone, personal data will be processed to the extent necessary in order to handle your request.

The legal basis for the processing of data transmitted in the course of a telephone call is Art. 6 para. 1 lit. e GDPR.

4. Newsletter

A free newsletter is offered on our website.

Personal data is used for the purpose of processing the respective subscription to the newsletter. The data will be processed and used exclusively for sending the newsletters. When registering for the newsletter, the data from the input mask is transmitted to us.

After entering the e-mail address, users will receive an e-mail with a confirmation link to confirm the authenticity of the address and the subscription ("double opt-in"). If you do not confirm the registration by clicking on the link in this e-mail, the data will be deleted immediately.

The legal basis for the processing of the data transmitted in the course of sending the newsletter is your consent in accordance with Art. 6 (1) a GDPR.

The subscription to the newsletter can be revoked at any time. If the subscription is cancelled, all personal data will be deleted from our database.

5. Processing of personal data in connection with social network use

On its website, GIZ offers the opportunity to visit company presences on social networks and platforms such as [List of social media platforms used, such as LinkedIn, X (ex-Twitter), YouTube and Facebook, etc.].

These online presences are operated in order to interact with the users active on these sites and platforms and to provide information about projects and services. By clicking on a social network's logo, the user is redirected to the GIZ presence on the respective network.

When users visit the platforms, personal data is collected, used and stored by the operators of the respective social network, but not by GIZ. This is also the case even if the users themselves do not have an account with the respective

social network.

The individual data processing operations and their scope differ depending on the operator of the respective social network. GIZ has no influence on the collection of data and its further use by the operators of the social networks. We are not fully aware of the extent to which, where and for how long the data is stored; to what extent the networks comply with existing obligations regarding erasure; what analyses are conducted and links established with the data; and to whom the data is disclosed.

When you access a GIZ presence on social media, the terms of use and the data protection declarations of the respective operators apply. Click here for the contact addresses and links to the privacy policies of the social media in which GIZ operates.

Social media with GIZ appearances

- The privacy policy for the social network LinkedIn, which is operated by LinkedIn Corporation, 209 Stierlin Court Mountain View, CA 94043, USA, can be viewed at <https://de.linkedin.com/legal/privacy-policy?trk=%7Berror-page%7D-privacy-policy>
- The privacy policy for the social network X (Twitter), which is operated by Twitter Inc., 1355 Market Street, Suite 900, San Francisco, CA 94103, USA, can be viewed at <https://twitter.com/de/privacy>;
- The privacy policy for the social network YouTube, which is operated by Google Ireland Limited, Gordon House, Barrow Street, Dublin 4, Ireland, can be viewed at https://www.gstatic.com/policies/privacy/pdf/20190122/f3294e95/google_privacy_policy_de_eu.pdf;
- The privacy policy for the social network Facebook, which is operated by Facebook Ireland Limited, 4 Grand Canal Square, Dublin 2, Ireland, can be viewed at https://www.facebook.com/about/privacy/update?ref=old_policy.

Note on the "Facebook Fanpage"

When you visit GIZ's Facebook pages, Facebook collects, among other things, your IP address and other information that is available in the form of cookies. This information is used to provide GIZ, as the operator of the Facebook page, with statistical information about the use of the Facebook page. This statistical data can be accessed by GIZ via the so-called 'Insights' of the Facebook page.

These statistics are solely generated and provided by Facebook. As the site's controller, GIZ has no influence on the generation and presentation of this data. The data is provided automatically and the service cannot be deactivated.

By operating the Facebook page, GIZ offers a modern communication and information option. The processing of personal data in connection with the operation of the Facebook page is based on Article 6 (1) e GDPR.

As the operator of the fan page, GIZ is jointly responsible with Facebook for the processing. However, primary responsibility for processing Insights data lies with Facebook. Facebook therefore fulfils all obligations under the GDPR with regard to the processing of Insights data (including but not limited to Articles 12 and 13 GDPR, Articles 15 to 22 GDPR and Articles 32 to 34 GDPR). The rights of the data subject can be asserted either with GIZ or Facebook. Should you contact GIZ, GIZ is obliged to forward all relevant information to Facebook.

The complete Page Insights Addendum regarding responsibilities and the data processed can be found here

https://www.facebook.com/legal/terms/page_controller_addendum

6. Registration Form

On our website, we offer users the opportunity to register by providing personal data. The data is entered into an input mask and transmitted to us and stored. The data will not be passed on to third parties. The following data is collected as part of the registration process: [List of the type of data, e.g. title, surname, first name, e-mail address]

At the time of registration, the following data is also stored:

- [List of types of data such as the user's IP address]
- [List of types of data such as date and time of registration]

As part of the registration process, users' consent to the processing of this data is obtained. The processing is carried out on the basis of consent in accordance with Art. 6 para. 1 lit. a GDPR and for the purpose of carrying out the registration for the event.

[Alternative legal basis: The processing of your personal data is necessary for the performance of an activity carried out in the public interest. The legal basis for this is Art. 6 para. 1 e) GDPR. The processing is fulfilled for the purpose of carrying out the registration for the event.]

As a user, you have the option to withdraw your consent at any time (see chapter "Reference to user rights"). In this case, however, it is not possible to participate in the event.

7. Disclosure to third parties

GIZ does not pass on personal data to third parties unless it is legally obliged or entitled to do so by law.

8. Transfer of data to third countries

GIZ does not transfer personal data to third countries. When using social media, the data protection regulations of the respective providers apply.

9. Duration of data retention

User data will not be kept any longer than is necessary for the purpose for which it is processed or as required by law.

10. IT security of user data

The protection of personal data is an important concern for GIZ. Therefore, technical and organizational security measures ensure that the data is protected against accidental and intentional manipulation, unintended erasure and unauthorized access. These measures are updated according with the technical developments and are constantly adapted in line with the risks.

11. Reference to user rights

Visitors to the GIZ website have the right to

- **Access** to information about your data stored by us (Art. 15 GDPR),
- **Rectification** of your data stored by us (Art. 16 GDPR),
- **Erasure** of your data stored by us (Art. 17 GDPR),
- **Restriction** of the processing of your data stored by us (Art. 18 GDPR),
- **Object** to the storage of your data, provided that this data is processed based on Art. 6 Para. 1 S. 1 lit. f) and e) GDPR (Art. 21 GDPR),
- receive the data concerning you in a commonly used and machine-readable format from the controller in order to have it transmitted to another controller if necessary (right to **data portability**, Art. 20 GDPR),
- **withdraw** your consent, provided that the processing of the data has been carried out on the basis of consent (Art. 6 para. 1 a) GDPR). The lawfulness of the processing based on the consent given remains unaffected until the reception of the withdrawal.
- In accordance with Art. 77 GDPR, you have the right **to lodge a complaint** with the competent data protection supervisory authority. The competent authority for GIZ is the Federal Commissioner for Data Protection and Freedom of Information (BfDI).

If you have any questions about the processing of your personal data, you can contact GIZ's data protection officer at datenschutzbeauftragte@giz.de.