

Updated: April 2021

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

The Federal Foreign Office will use your personal data to issue a passport, a replacement passport or an identity card. 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 with the Federal Foreign Office with its missions abroad. In your case the contact details are:

German Embassy Windhoek

Consular Section

Sanlam Center, 6th Floor, Independence Ave 145, Windhoek

Tel.: +264 61 273 100

[Internet](#)

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

Ellen Gölz

Data Protection Commissioner at the German Embassy Windhoek

Sanlam Center, 6th Floor, Independence Ave 145, Windhoek

Tel.: +264 61 273 100

[3] Your personal data will be processed for the purposes of issuing the passports, checking their authenticity, verifying the identity of the passport/identity card holder and implementing the Passports Act/Act on Identity Cards and Electronic Identification. The legal basis for processing is Sections 4 and 6 (2) of the Passports Act and Sections 5 and 9 (2) of the Act on Identity Cards and Electronic Identification.

[4] Your personal data will be stored for a maximum of 30 years after expiry of the document in question, pursuant to Section 21 (4) of the Passports Act and Section 23 (4) of the Act on Identity Cards and Electronic Identification. The fingerprints stored with the application will be deleted at the latest after the document has been handed over or sent to you, pursuant to Section 16 (2) of the Passports Act and Section 26 (2) of the Act on Identity Cards and Electronic Identification.

[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), unless storage regulations in the Passports Act or the Act on Identity Cards and Electronic Identification dictate otherwise.
- 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.

[7] As part of data processing, when a passport or identity card is issued, your personal data will be passed on to the document producer for the purposes of producing the passport. Pursuant to Section 22 and following of the Passports Act/Section 24 of the Act on Identity Cards and Electronic Identification, the passport/identity card authority is entitled to pass on data from the passport register to other public bodies insofar as this is necessary for the recipient to perform the tasks for which they are responsible.