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| Questionnaire for Data Protection | |
| **Name of the supplier** |  |
| **Name of the product or service** |  |
| The present questionnaire shall be duly completed and returned to CERN. The information provided herein will be taken into account to establish the compliance of the product or service with CERN’s data privacy requirements.  Failure to complete the questionnaire will result in the rejection of the offer by CERN. | |

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| **Data Protection Organisation** | *Please answer as requested* |
| 1. Do you have a Data Protection Officer?  If not, who is the person responsible for data protection of personal data processed by your organisation? |  |
| 1. Do you have a data protection policy in place?  When was the last time this was reviewed?  How regularly is this reviewed? |  |
| 1. Do employees in your organisation receive training on data protection and other relevant law? Please describe briefly the nature of training given and when takes place. |  |
| 1. Has your organisation relevant industry certifications (e.g. ISO27001)? |  |
| 1. Does your organisation use privacy enhancing or data minimisation techniques (e.g. anonymization or pseudonimisation)? |  |
| **Processing of Personal Data** |  |
| 1. What personal data do you process on CERN’s behalf? (This could include data of CERN’s clients) |  |
| 1. In which countries do you process personal data (internally or externally) on CERN’s behalf? |  |
| 1. Are any of your personal data processing activities carried out by third parties (sub-processors)? List them and describe the processes, location of the provider and the data accessed by the processor. |  |
| 1. Do you sell personal data or data derived from personal data processed on CERN’s behalf? If yes, which data and to whom? |  |
| 1. Does the solution include marketing, ads and profiling (e.g. behavioural advertising)? If yes, provide details. |  |
| 1. Does the solution enhance or join user data with data from others sources?  If yes, provide details. |  |
| **Storage of Personal Data** |  |
| 1. How is the personal data stored? If using 3rd party services to store data please list detailing where and how data is stored. |  |
| 1. How is archived personal data stored? If using 3rd party services to store data please list detailing where and how data is stored. |  |
| 1. Will you store any personal data processed on behalf of CERN once the contract with CERN has come to an end? |  |
| **Retention of Personal Data** |  |
| 1. Are you able to delete personal data based on a retention schedule? |  |
| 1. How do you ensure that personal data is not retained longer than instructed? |  |
| 1. Are you able to delete all personal data of a specific individual upon request? |  |
| **Handling of Data Subject Requests** |  |
| 1. Do you have a process in place to, triggered by a data subject's request, modify or correct personal data? |  |
| 1. Do you have a process in place to, triggered by a data subject's request, delete personal data? |  |
| 1. Do you have a process in place to, triggered by a data subject's request, handle an objection to process personal data? |  |
| 1. Do you have a process in place to, triggered by a data subject's request, provide the data subject with their personal data in a reasonable electronic format? |  |
| 1. Upon a request by a data subject, under which conditions would you refuse to provide, in a reasonable electronic format, personal data stored by the service? |  |
| 1. How are you able to support CERN on dealing with subject access requests? |  |
| **Security of Personal Data** |  |
| 1. Please describe the security procedures in place to keep all personal data processed on behalf of CERN secure. |  |
| 1. How would you deal with possible security breaches where the security of personal data on behalf of CERN (or CERN‘s clients) has been compromised? |  |
| 1. What measures are in place to protect personal data during storage and transfer? |  |
| 1. How do you identify security intrusions and/or unauthorised accesses to personal data? |  |
| 1. How do you identify undesired modifications to personal data? |  |
| 1. How do you identify disappearance of personal data? |  |
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| Date | Signature |