

Privacy Statement for the Global Fund Procurement Process (selection and evaluation processes; procurement contracts implementation and monitoring)

28 November 2019

The Global Fund is committed to respecting the dignity and privacy of people, while balancing such rights with the Global Fund values of transparency and accountability and the ability of the Global Fund to carry out its mission.

1. When does this privacy statement apply?

This privacy statement explains how we may collect and use the information as part of the Global Fund's procurement process. The procurement process includes the selection and evaluation process of your or your organization's proposals/bids/quotes, and the implementation of any contract with you or your organization and the Global Fund. The procurement process is not directed at minors and we do not collect or disclose any personal information that identifies, or could be used to identify, any minor, in connection with the Global Fund's procurement process.

This privacy statement also explains the choices and rights available to you. We reserve the right to modify this privacy statement at any time and encourage you to stay informed by reviewing updates posted here.

2. Why does the Global Fund process my personal data?

The Global Fund may process personal information to carry out its mandate as an international organization. This means the Global Fund has an interest in collecting and using personal information for the following purposes:

- to assess your or your organization's capacity and suitability to provide the goods or services financed by the Global Fund, including potential operational, financial and reputational risk which you or your organization (or association with your organization) may present to the Global Fund,
- to assess the background and skills of you or your organization's employees or consultants who may work under a contract with the Global Fund,

- to undertake regular procurement proceedings, including audit and accounting, quality assurance inspection, risk assessment and mitigation, due diligence, conflict of interest management and legal activities and
- to select, manage and monitor Global Fund's suppliers, as part of the Global Fund's procurement process.

3. What information will be collected about me and how will it be used?

The information we collect about you includes:

- business contact details, such as names, titles, addresses, emails, phone numbers, etc.;
- fiscal or financial information, such as financial statements, audit reports, bank details, VAT or other tax registration number, invoices including supporting documentation such as timesheets, receipts, etc.;
- professional background (skills, education, employment, qualifications, memberships and associations, partnerships etc.);
- biographical information, such as gender, date of birth, family relations, nationality, right to work or conduct business in the Global Fund's host state and other applicable locations; and
- reports of suspected or credible links to prohibited practices, professional misconduct or unethical activities that may present risks, including operational, financial or integrity risk, to the Global Fund.

The personal information will be made available to the evaluators or members of the proposals/bids/quotes evaluation panel, Global Fund's auditors, as well as the relevant employees and consultants of the requesting business unit, the Supply Operations, Legal, and Ethics departments, who have a need to obtain the information to ensure compliance of the procurement process. The personal information will also be made available to selected Global Fund contractors selected and managed by the Ethics department to enable them to fulfil risk-appropriate due diligence on the Supplier.

4. Where does the Global Fund obtain information?

The Global Fund may obtain personal data directly from individuals applying for consultancies or individuals providing their own information as representatives of bidders or suppliers. We may also obtain personal data indirectly from organizations lawfully providing personal information for their employees, sub-contractors, consultants, etc.; we may obtain information provided by bidders or suppliers, current or past employers, clients or associates, public partners such as governmental authorities or intergovernmental organizations, from public sources such as judicial records, sanctions lists, media and social media.

5. How long will the Global Fund keep my information?

We will retain your information for 10 years.

6. How does the Global Fund protect my information?

The Global Fund has put in place a set of mandatory measures to protect information, including strong mandatory information security policies and controls baseline, aligned with ISO 27001/2 and GDPR standards. The Global Fund's is also independently ISO 27001 certified by external auditor (Bureau Veritas) to ensure conformity with the ISO/IEC-27001 standard for information security management systems (ISMS), the scope covers treasury cash payments data and processes as well as covering all related IT operational management processes and physical facilities of Global Fund offices in Geneva

7. What if I don't wish to provide my information?

You are not obliged to participate in the Global Fund's procurement process as an individual consultant, or an organization. If you choose not to provide certain information about yourself, *we may not be able to fully assess your or your organization's capacity to perform the work*. If you are an employee, consultant or other contractor of a supplier, or applicant to become a supplier, you may contact the Global Fund at the e-mail address below if you believe your employer or contractor has not lawfully provided your personal information to the Global Fund.

8. Whom should I contact if I have questions about my personal information?

You may request at any time that your personal information be corrected or deleted in connection with the Global Fund's procurement process.

We invite you to contact personaldataprotection@theglobalfund.org if you have questions about your personal information.

For your protection, we will only implement requests with respect to the personal information associated with the particular email address that you use to send us your request, and we may need to verify your identity before implementing your request. Verification may require that we ask you to provide other personal information or use certain security measures. If we are unable to verify your request, we may not be able to implement the request for security reasons.

We will endeavor to comply with your request as soon as reasonably practicable. In some cases, we may need to retain certain information where important public interests require, such as the safety and security of individuals; the rights and freedoms of others; the integrity of audit, investigation, arbitral or judicial processes; and/or recordkeeping or legal purposes.

9. Privileges and immunities

Nothing in or related to this privacy statement may be construed as a waiver, express or implied, of the privileges and immunities accorded to the Global Fund under international law, including international customary law, any international conventions, treaties or agreements, or any national laws.