

Privacy Statement for Global Fund Grant Funding and Management Activities

9 December 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 personal data in the course of our grant funding and management activities. It also explains the choices and rights available to individuals whose personal data we process. The processing is not directed at minors. 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 processes personal data to carry out its mandate as an international organization. This means the Global Fund has an interest in collecting and using personal data for the following purposes:

- a. Evaluating and reviewing funding requests submitted to the Global Fund;
- b. Identifying technical and professional expertise at all grant implementation levels and with respect to the applicable Local Fund Agent, Country Coordinating Mechanism, Regional Coordinating Mechanism and/or Regional Organization and/or any applicant for Global Fund grant funding;
- c. Evaluating compliance with Global Fund eligibility and other requirements with respect to the composition and membership of the applicable Country Coordinating Mechanism, Regional Coordinating Mechanism and/or Regional Organization and/or any applicant for Global Fund grant funding;
- d. Conducting Global Fund grant management activities such as identifying, assessing and managing operational, financial, conflict of interests, and other risks through risk management activities including due diligence;

- e. Strategic planning, sourcing and procurement, and portfolio and financial management activities;
- f. Monitoring and analyzing the performance and impact of Global Fund grants, at all grant implementation levels and programmatic activities;
- g. Conducting and providing access to training activities (such as on-line training materials);
- h. Managing the functioning and security of information technology systems and platforms;
- i. Preventing, detecting and responding to breaches of Global Fund policies and procedures and/or applicable laws and regulations;
- j. Compiling and processing personal data for accounting, auditing and record retention purposes;
- k. Research purposes to help us understand, monitor and manage our grants and risks better, such as relating to operational and corporate risk management;
- l. Protecting the Global Fund's business, reputation, resources and equipment, managing network and data security (such as, developing, testing or auditing our websites and other systems) and dealing with events or other actions that may compromise the authenticity, availability, integrity or confidentiality of stored or transmitted personal data;
- m. Preventing and detecting fraud, dishonesty or other conduct that may be detrimental to the interests of the Global Fund;
- n. Sharing with third parties such as in-country stakeholders, actual and potential grant implementers, grant program beneficiaries, Global Fund donors, Local Fund Agents, technical assistance providers, civil society representatives and organizations and other interested parties (each a Third Party, and together the Third Parties) so that they can contact the applicable Country Coordinating Mechanism, Regional Coordinating Mechanism and/or Regional Organization to coordinate activities with respect to:
 - i. Country dialogue arrangements;
 - ii. Global Fund funding requests and grants;
 - iii. Technical assistance providers, donors, grant implementers and/or any applicant for Global Fund grant funding;
 - iv. National Health and Development programs, government ministries and other governmental authorities; and/or
 - v. the role, responsibilities and functioning of the applicable Country Coordinating Mechanism, Regional Coordinating Mechanism and/or Regional Organization;
- o. Negotiating, and entering into contracts, memoranda of understanding, and/or other agreements with Third Parties, and complying with obligations or requirements under or in respect of those contracts;
- p. Checking contact and correspondence details for signatory authorities, focal points and representatives.

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

The personal data we collect about you comprises:

- a. **Compulsory Identity and Contact information**¹: Name, Salutation, Gender, Nationality, Entry date into the Country Coordinating Mechanism, Regional Coordinating Mechanism and/or Regional Organization, Role, Sector Represented, Principal Recipient and/or Sub-Recipient Representation, Business email address and Communication Language.
- b. **Optional Identity and Contact information**: Official job title, Public Sector or Non-Public Sector, Component, Multilateral / Bilateral classification, Member of the Oversight Committee, Government Category, Alternate Email Address, Business and Mobile Phone Numbers, Fax Number and Address.

Personal data will be made available to Third Parties such as Conizant Worldwide Limited, Everis, IBM Switzerland Ltd, Orange Business Services, Oracle Software (Schweiz) GmbH, Salesforce.com Inc, and Swisscom Ltd in Switzerland and other jurisdictions for the purpose of establishing and maintaining databases and services relating to grant, contact and user management, electronic messaging systems and sourcing and procurement activities. Please refer to their websites for their respective privacy policies.

The Global Fund may also publish on its public website contact details and information relating to the Chair, Vice-Chair, representatives and/or administrative focal point of Country Coordinating Mechanisms, Regional Coordinating Mechanisms and/or Regional Organizations.

Where this information is made available, the underlying source is the Global Fund's Data Service (<https://data-service.theglobalfund.org>). This service is backed by a database which stores information refreshed each night from the Global Fund's Data Hub, which is managed by the Information Technology Department.

4. Where does the Global Fund obtain personal data?

The Global Fund may obtain personal data directly or indirectly from information or documents provided to the Global Fund, and/or from members or staff of grant implementers, the applicable Country Coordinating Mechanism, Regional Coordinating Mechanism and/or Regional Organization, Local Fund Agents, Fiduciary Agents, Fiscal Agents, public and governmental sources and/or other Third Parties.

5. How long will the Global Fund keep my personal data?

Personal data and information is retained in accordance with Global Fund record retention policies and procedures, and for auditing purposes.

Also, the database which backs the Data Service is backed up using the following configuration:

- Incrementally daily backups are retained for 7 days.
- Daily full backups are retained for 7 weeks.

¹ Compulsory fields are marked red in the Partner Platform

- First full backup of the month is retained for 3 months.
- First full backup of the year is retained for 1 year

6. How does the Global Fund protect my personal data?

Personal data and information is protected through the establishment of access and permission rights to the relevant database.

The Data Service is physically hosted on the Microsoft Azure Cloud in the Western Europe region, using transparent encryption and only accessible directly via the Global Fund network by the Communications Department Digital Team, or via the Data Service. Transparent Data Encryption ensures that database, backups, logs are all encrypted and can only be decrypted by authorized persons or services.

As the database is refreshed completely each night, in the event of need or emergency, all backups can be destroyed. In the event of compromise, the service can be shut down, and fully redeployed within two hours.

7. Whom should I contact if I have questions about my personal data?

You may request at any time that your personal data be corrected or deleted in connection with processing. We invite you to contact personaldataprotection@theglobalfund.org if you have questions about your personal data.

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 data 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.

8. 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.