

## International search for relatives

# Information on data protection

### **Tracing. Connecting. Reuniting.**

The German Red Cross Tracing Service (GRC Tracing Service) supports people who have become separated from their family due to armed conflicts, natural disasters, escape, displacement or migration. It helps to trace family members, to put them back in contact and to reunite families.

### **What data do we need for our work?**

To trace a person, the GRC Tracing Service needs as much information as possible about this person. This includes information such as name, date of birth, details of origin and route of escape. The circumstances that led to the separation from the family are also important for our search. In addition, the GRC Tracing Service needs the contact details of the person searching ("enquirer") and would like to know how this person is related to the sought person. A photo of the enquirer can also help for the search.

All these data (including photos) are personal data which we need in order to be able to act in the interest of the searching and the sought persons.

### **For what purposes do we process data?**

The GRC Tracing Service uses personal data to:

1. search for missing persons
2. clarify fates and
3. reunite families.

### **Will data be transmitted to third parties?**

We treat personal data strictly confidential. When tracing a person, we forward the tracing request within the Restoring Family Links Network (association of the GRC Tracing Service with the International Committee of the Red Cross (ICRC) and the Red Cross and Red Crescent Societies in other countries). In the countries in which the sought person is assumed, the local Tracing Service tries to find out further information about the whereabouts of the sought person. In the context of this work it may be necessary to pass on personal data to other parties, e.g.

- government agencies (e.g. immigration authorities, registration authorities, prisons),
- international organisations,
- residents from town and village or tribal elders.

Personal data may also be published for tracing purposes (e.g. online search with photo at [www.tracetheface.org](http://www.tracetheface.org), joint radio programmes of ICRC and BBC / Somalia, publication of lists in public places or on the Internet).

Data will only be transmitted to other bodies if this is necessary to fulfil the tracing service tasks. Within the framework of the necessary declaration of consent, you can exclude certain countries, other bodies or even the publication of our tracing activities.

### **How long do we store data?**

The data you entrust to us will be stored for as long as is necessary to fulfil the above-mentioned purposes of data processing.

**Which rules apply to the handling of data?**

Every person concerned has a right to data protection. The work of the GRC Tracing Service is governed by the provisions of the German Tracing Service Data Protection Act (SDDSG). In addition, we are bound by the provisions of the General Data Protection Regulation (GDPR) and the German Federal Data Protection Act (BDSG) when handling personal data. Should our work require us to exchange your data within the Restoring Family Links Network, the components of the Red Cross Red Crescent Movement involved will follow the common code of conduct on data protection. We want to ensure your data is adequately protected, at any rate by our network partners, whether here or abroad.

**What rights do you have regarding the protection of your personal data?**

You have the right to free information about your personal data stored with us. In addition, you have the right to rectification of inaccurate data stored with us. If you no longer agree to the storage of your personal data, you can inform us of this. We will then arrange for your data to be deleted or blocked.

A declaration of consent given to the GRC Tracing Service can be revoked in whole or in part at any time. Please note that consent to the publication of a photograph of the searching person on posters, photo books or lists worldwide can only be revoked for future publications, but not for copies already printed. The revocation can be declared in writing to the GRC Tracing Service in Munich, Chiemgaustraße 109, 81549 Munich, e-mail: [tracing@drk-suchdienst.de](mailto:tracing@drk-suchdienst.de) (or to the responsible centre) stating the name.

**Who can you contact (responsible body)?**

If you have any questions regarding the processing of your data or the enforcement of your rights to information, rectification, deletion, blocking or revocation, you can get in touch with the GRC Tracing Service centre you contacted in the scope of your tracing request.

Stamp or name, address and phone number of the support centre

If you do not know who to contact, you are welcome to contact the GRC Tracing Service head office:

Deutsches Rotes Kreuz  
-Generalsekretariat-  
Team 22/Suchdienst-Leitstelle  
Carstennstraße 58  
12205 Berlin  
Phone: 030 / 8 54 04 -170  
Fax: 030 / 8 54 04 -458  
e-mail: [suchdienst@drk.de](mailto:suchdienst@drk.de)

Our Tracing Service data protection Officer, Ms. Frauke Weber, is also available by e-mail at: [frauke.weber@drk.de](mailto:frauke.weber@drk.de).