



Application form

GL5_en_071021

Application for a residence and work permit in Greenland based on salaried work at a pre-approved employer (Fast Track Greenland)

Uses

This form can be used to apply for a residence and work permit in Greenland based on **salaried work at an employer pre-approved by the Government of Greenland**.

The form can be used for these two types of applications:

- Application for a new residence and work permit (first time application)
- Extension of a residence and work permit

How to apply

1. The **employer** (the company) completes **part 2** (sections 9-14) of this form and signs section 16.
2. The employer encloses the required documents (see below).
3. The **applicant** (the employee) completes **part 1** (sections 1-6) and signs section 8.
4. The applicant encloses the required documents (see below).
5. **The applicant submits the entire form** (parts 1 and 2 and any required documentation) to a Danish representation in his or her country of residence, to the police in Greenland or to the Danish Agency for International Recruitment and Integration (SIRI).

Which documents are required?

The applicant must include the following:

- Copy of passport, all pages including the cover. **Note:** the passport must be valid for at least 2 months after the planned departure from Greenland.
- Copy of **employment contract** stating the salary and terms of employment, as well as a job description. The employment contract must not more than 30 days old.
- Educational documents if the applicant is submitting a first time application.
- Proof of authorisation - if the job requires a Danish or Greenlandic authorisation and the applicant is submitting a first time application.
- Other documents as indicated by the instructions in the form.

The employer must include the following:

- Other documents as indicated by the instructions in the form.
- The preapproval document by the Government of Greenland.

Please note that all documentation must be in Danish or English. If this is not the case, it must be translated into Danish or English by an authorised translator before submitting the documentation.

How to submit the application

A first time application can be submitted to the police in Greenland or in one of the Danish Agency for International Recruitment and Integration's (SIRI's) branch offices in Denmark. The applicant must bring his or her passport in order for the authorities to verify the identity of the applicant and the passport's validity.

An application for an extension can be submitted to the police in Greenland or in one of the Danish Agency for International Recruitment and Integration's (SIRI's) branch offices. The applicant must bring his or her passport in order for the authorities to verify the identity of the applicant and the passport's validity.

A first time application or an application for an extension can also be sent directly to the SIRI.

If an application is sent directly to SIRI, the applicant must later meet in person in order to receive the decision. This can be done at a Danish representation, at the police in Greenland or in one of SIRI's branch offices in Denmark. The applicant must bring his or her passport in order for the authorities to verify the identity of the applicant.

Conditions for the residence and work permit

A number of conditions must be met in order to be granted a residence and work permit in Greenland after the Fast Track Agreement. Your employer must be pre-approved by the Government of Greenland. Your salary and terms of employment must correspond to Greenlandic standards. The position must normally also be a full-time position (40 hours/week).

Review by Government of Greenland

The employment contract can be sent to the Government of Greenland for an assessment whether the salary and terms of employment correspond to Greenlandic standards.

Accompanying family

If the applicant's spouse, partner, cohabitant or child under the age of 18 wish to apply for a residence permit as an accompanying family member, application form GL2 "Application for a residence permit in Greenland as an accompanying family member" must be submitted by the family member.

The form can be found on newtodenmark.dk/greenland-mf.

For a faster reply

Your application will be processed faster if the form is completed correctly and all necessary documentation enclosed.

For more information

More information about the rules and regulations concerning residence and work permit in Greenland is available at newtodenmark.dk/greenland.

If you have any questions, you are always welcome to contact the Danish Agency for International Recruitment and Integration (SIRI) and receive information about the rules and regulations or guidance on how to complete the application form (see contact information at the bottom of this page).



For official use only

Date received	Received by (name stamp and signature)	Authority (stamp)	Personal ID
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GL5_en_071021

Application for a residence and work permit in Greenland based on salaried work at a pre-approved employer (Fast Track Greenland)
Part 1 – to be completed by the applicant (the employee)

1. Applicant **PLEASE COMPLETE IN CAPITAL LETTERS**

Surname	Former surname (if applicable)
Given name(s)	
Nationality	Previous nationality (if applicable)
Date of birth (day, month, year)	CPR number (if applicable)
Personal ID (if applicable)	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female
Country of birth	
Marital status <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Cohabiting <input type="checkbox"/> Registered partnership <input type="checkbox"/> Dissolved registered partnership	
Address in home country (street and number)	Postal code, city/town and country
Telephone number	Email address

If you are already in Greenland, you must answer the questions below regarding date of entry, address and contact information in Greenland.

Note: If you enter an address in Greenland below and the authorities have already verified your identity when you submitted your application, our decision will be sent by post to your address in Greenland. If you enter an address below and the authorities have not yet verified your identity, you will be notified as to where and when you can collect the decision.

Important: You must inform SIRI if you change your address or if your contact information changes.

Date of entry into Greenland	
Address in Greenland (street and number)	C/O (if applicable)
Post box	Postal code and city/town



Telephone number

2. Information about the applicant's passport

PLEASE COMPLETE IN CAPITAL LETTERS

Your passport's expiry date must be at least **two months** after your planned departure from Greenland. You can only be granted a residence and work permit valid up until two months before the expiry date of your passport.

Passport number

Date of expiry (day, month, year)

3. The reason for the application

You must state the reason for your application. Depending on the reason for the application, you must complete different sections in the application form. Follow the instructions in the form.

The reason for the application is also important when your employer completes part 2 of the application. You must therefore inform your employer of your answer below.

What is the reason for your application? **(tick one box only)**

I wish to apply for a residence and work permit in Greenland based on salaried work at a pre-approved employer (Fast Track Greenland). I have **not previously had a residence and work permit** in Greenland based on salaried work (first time application).

> Go to section 4

I have a **new employer in Greenland who has been pre-approved according to the Fast Track Agreement** and wish to apply for a new residence and work permit in Greenland based on salaried work (first time application).

> Go to section 4

I wish to **extend my residence and work permit** based on my continued salaried work with my current employer (extension).

> Go to section 5

4. Applicant's educational and work history

PLEASE COMPLETE IN CAPITAL LETTERS

You should only complete section 4 if you are submitting a **first time application**. If you are applying for an extension, skip and continue with section 5.

The questions below relate to your educational and work history. The questions are asked because residence and work permits are normally only issued to applicants with special qualifications, or if professional or labour market considerations warrant a residence and work permit.

<input type="checkbox"/> Vocational training	Number of years	Has the programme been completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
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<input type="checkbox"/> Post-secondary education	Number of years	Has the programme been completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
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Have you completed an education relevant to the job you have been offered? Yes No

If **yes**, state your field of study and when you finished:

Field: _____

Date of completion: _____

Please enclose **a copy of your diploma**.



Work history (state name and address of your previous employers)	Period of employment (from - to)	Short job description
	—	
	—	
	—	
	—	

Other qualifications or areas of study relevant for the job you have been offered:

Does the job offered require Danish or Greenlandic authorisation? Yes No

If yes, include documentation of authorisation.

5. Sworn declaration that you continue to meet the terms of your residence permit

PLEASE COMPLETE IN CAPITAL LETTERS

You should only complete section 5 if you are applying for an **extension** of your residence and work permit. If you are applying for a new residence and work permit, skip and continue with section 6.

In order to qualify for an extension of your residence permit, you must continue to meet the terms of your current residence permit.

This means that

- your job position and place of work must have remained unchanged throughout the period,
- you must have worked and received your salary throughout the period and
- your salary and terms of employment must remain unchanged.

You must enclose the following:

- a copy of your current employment contract and any later additions and
- documentation of received salary for the period since your latest residence and work permit.

Below you must declare whether you continue to meet these conditions

If you are unsure whether your salary and terms of employment, your job position or your place of work remain the same, please check box B. You are required to enclose your current employment contract, which contains information about your salary and terms of employment.

(Tick one box only)

A. I solemnly swear that my salary and terms of employment, my job and my place of work remain the same.

B. I am unsure whether my salary and terms of employment, my job or my place of work remain the same.

Note: If your salary or terms of employment, your job position or place of work has changed, then you need to apply for a new residence and work permit under section 3.

You must also inform us whether you have been residing outside Greenland for extended periods of time (more than 1 month) and if so what the purpose of your stay abroad was.

(Tick one box only)

C. I have **not** been residing outside Greenland for one or several periods of time exceeding 1 month.

D. I have been residing outside Greenland for one or several periods of time exceeding 1 month.

If you have ticked box D, you must inform us of the length and purpose of your stay abroad.

6. Applicant's comments

PLEASE COMPLETE IN CAPITAL LETTERS

7. Sworn declaration

A. Sworn declaration of correctness

I solemnly swear that the information I have given in this application is correct and complete. If the information is found to be false or incomplete, I am subject to the following penalties:

- Fine or imprisonment of up to two years.
- I can be required by law to repay the expenses incurred by the Danish state as a consequence of the false or incomplete information.
- My residence and work permit can be revoked.

B. Declaration of consent to allow authorities to gather necessary information

I consent to let the Danish Agency for International Recruitment and Integration (SIRI) pass on and obtain information about my private affairs for the purpose of processing my application. Information can be passed on to or obtained from other Greenlandic, Danish and foreign public authorities, including police authorities. Such information includes:

- Any previous criminal proceedings against me.
- My family relations.
- Verification that the documents submitted with my application are genuine.

I also consent to let authorities contacted by SIRI while processing my application gather information about my private affairs for use in responding to the enquiry. This includes the Government of Greenland.

C. Declaration of consent to allow the authorities to release information about my case to my reference

I consent to let SIRI and the Government of Greenland release information about me, including personal information, to my reference (e.g. employer or place of study) and/or its representative, if it is deemed necessary for processing my application.

I also consent to let SIRI and the Government of Greenland gather information about me, including personal information, from my reference and/or its representative, if it is deemed necessary for processing my application.

D. Notification that you and your employer are subject to punishment if you work without a valid work permit

If a foreign employee works illegally in Greenland, i.e. without a valid work permit, both employer and employee are subject to punishment.

E. Notification that information can be released to Danish intelligence agencies and prosecuting authorities

The information and documents that you submit with your application can be passed on to Danish intelligence agencies and the public prosecuting authority. This process can be initiated by SIRI, Danish intelligence agencies or the public prosecutor.

The prosecuting authority will be able to use the information to evaluate whether there are grounds for prosecuting you for crimes committed in or outside Denmark or Greenland.

F. Notification that some information will be released to authorities in Greenland

SIRI is permitted to release certain information to the Government of Greenland or to the police in Greenland. Such information includes:

- the grounds for issuing you a residence permit
- any granted waivers to the conditions for your residence and work permit

The police will be informed if:

- Your residence and work permit is revoked or not extended.
- Your residence and work permit lapses at some point in the future.
- You are granted a permanent residence permit.

G. Notification that Danish authorities will register information about you and your private affairs

The information you submit when applying for a residence and work permit will be entered into SIRI's registers. The same holds true for information submitted when applying to extend your residence in Greenland.

If you take up residence in Greenland, it will be registered in the Civil Registration System (CPR).

The information in SIRI's registers will be used to answer questions relating to your residence in Greenland. The Danish Immigration Service (record keeping), the police (record keeping and verification) and the Ministry of Immigration, Integration and Housing (processing of appeals) will have access to the information about you contained in SIRI's registers.

Other relevant authorities or organisations will receive information about you from SIRI's registers if the information is necessary to address questions about your residence in Greenland.

You are obliged to provide the information necessary for deciding whether you are eligible for a residence and work permit in Greenland.

You are entitled to access information about yourself in SIRI's registers, and you are entitled to object to any information which you believe to be incorrect. Contact the Danish Agency for International Recruitment and Integration, Carl Jacobsens Vej 39, postboks 304, 2500 Valby, if we are to correct, delete or block information, which proves to be incorrect.

H. Verification of the information you submit

SIRI may seek to verify the accuracy of the information included in your application. This may happen while your application is being reviewed or after you have received your residence and work permit.

Verification may involve contacting other authorities.

Should authorities seek to verify your information, you may be asked to provide supplementary information.

I. Information on how we process your personal data

SIRI is obliged to inform you how we process your data and to inform you of your rights in regard to how we process your data.

Data controller

SIRI is the data controller and responsible for processing the personal data given in this application form and the data provided about you during the processing of the case. You can contact the agency by writing to the following address: The Danish Agency for International Recruitment and Integration (SIRI), Carl Jacobsens Vej 39, PO box 304, 2500 Valby or through our contact form on newtodenmark.dk/SIRI-contactform.

Data protection officer

You can contact our data protection officer by writing to the aforementioned address (Att. Data protection officer) or by using our contact form at newtodenmark.dk/SIRI-contactform. You can read more about SIRI as data controller and about SIRI's data protection officer on newtodenmark.dk/personaldata.

Purpose and legal basis The personal data you provide to SIRI is collected and used:

- to process your application for a residence and/or work permit in Greenland
- in any later application for an extension or for a new residence and/or work permit in Greenland
- for verification and spot checks of the conditions for your residence and/or work in Greenland

The legal basis for processing your personal data is:

- The Danish Aliens Act, in particular chapter 1 on the entry and residence of aliens in Denmark.
- The General Data Protection Regulation (GDPR), article 6.1 (c) (relating to the processing of data in order to comply with the legal obligation to which the controller is subject) and 6.1 (e) (relating to the exercise of official authority vested in SIRI by the Aliens Act).
- The General Data Protection Regulation (GDPR), article 9.2 (f) (relating to the necessity of processing in order to establish, exercise or defend legal claims).
- The Danish Data Protection Act section 8 (relating to the official authority only being allowed to process information about criminal offences if it is necessary for tasks of that official authority).

The information you give or have given in connection with your application will be registered in the registers of Danish immigration authorities. The same holds true for any information you later give in connection with an application to extend your residence permit or for a new residence and/or work permit in Greenland.

Some of your data will be registered in the Civil Registration System (CPR). This will in some instances happen immediately when you are granted a permit. In other situations the registration will take place only when you take up residence in Greenland.

We process the following categories of data about you:

- General personal data, such as: information about your name, possible civil registration number (CPR-number), citizenship, occupation, education, marital status, financial information and whether you have committed any legally punishable offences
- Sensitive personal data, such as: health information and biometric data collected for the purpose of establishing your identity.

We can disclose your data to the following recipients

SIRI can pass on your data to your sponsor (e.g. your employer, place of study, host or family member), the Government of Greenland, municipal authorities, the police, the Danish Security and Intelligence Service and the Danish Defence Intelligence Service, the public prosecutor, the Immigration Appeals Board, the Refugee Appeals Board, the Ministry of Immigration and Integration, the Danish immigration Service, the Danish Return Agency, the Danish Agency for Labour Market and Recruitment, the Regional Labour Market Councils, the Ministry of Foreign Affairs of Denmark and The Danish Parliament.

In isolated cases, SIRI also passes on your data to other public authorities, private sector organizations and foreign organizations and authorities when it is necessary to exercise our official authority.

Furthermore, data from SIRI's registers and the CPR register are shared with other relevant authorities or organisations via the Aliens Information Portal (Udlændingefinformatiportalen) if they need the data in order to process aspects of your stay in Greenland.

SIRI shares data when it is necessary in order to exercise our official authority, including when we are legally obliged to share information.

If you lose your residence permit, we will inform your current or previous employers, if any, that you no longer have the right to work. This will happen, if we issue a refusal to an application for a residence permit or to an extension of a residence permit. It will also happen if we revoke your residence permit or if we establish that your residence permit has lapsed. Employers who within the last three months have reported salary payments to you to the income register will be informed.

What is the origin of the data we process about you?

The personal data that SIRI processes about you have been provided by you in this application form. We will also process data you may submit to your case later.

In addition, we will process data obtained from:

- any of your previous applications submitted to SIRI,
- searches in databases, such as: the Civil Registration System (CPR), the Income Register (eIncome), the Building and Dwelling Register (BBR), the Central Crime Register (KR), the Central Passport Register and the Schengen Information System (SIS II)
- other authorities, such as: municipal authorities, the Regional State Administration, the Danish Immigration Service, the Immigration Appeals Board and the Refugee Appeals Board,
- third-parties or sponsors, such as: your au pair- or internship host, employer or educational institutions
- any person applying for a residence permit based on your grounds for residence in Denmark, and this person's previous cases with SIRI.

Storage of data

SIRI will store your personal data for as long as it is necessary in order to be able to carry out our tasks in relation to establishing or defending a legal claim to residence.

Data submitted as part of an immigration related matter can be stored for use by the immigration authorities at a

later date. This means that the data can enter into the decision making process regarding future applications for extension of a residence permit, when revoking a residence permit, for verification and spot checks, when deciding whether a permit has lapsed, in relation to applications for permanent residency and for naturalization and in cases concerning any family members.

In practice this means that SIRI will store your data for the period of your 'lifecycle' – i.e. your entire life. Basic data regarding your stay in Denmark, e.g. when and why you have been granted a residence permit and information on other decisions made by SIRI regarding your residence in Denmark will not be erased.

Finally, it must be mentioned that data will be transferred to the Danish National Archives in accordance with the Danish Archives Act.

Your rights

Under the GDPR you have a number of rights in relation to our processing of data about you:

The right to know what kind of data we process about you

You have the right to ask what kind of data we are processing about you and be granted access to these data. If you request access to your data, your application will be processed in accordance with the GDPR's regulations governing right of access. If there are other regulations which provide you with greater access than the GDPR affords, your request for access will be processed in accordance with these regulations as well. These additional regulations may include those contained in the Public Administration Act that governs freedom of information requests.

The right to rectification (data correction) and the right to have your data erased

You have the right to request that corrections be made to personal data about you that you find inaccurate. In specific situations, you also have the right to have your data erased. As a rule, information can only be erased, if it is not necessary for processing your case as SIRI is obliged to record and register information in accordance with the Public Administration Act.

The right to restriction of processing

In some situations, you have the right to restrict the processing of your personal data. Where processing has been restricted, SIRI may thereafter, with the exception of storage, only process your data with your consent unless the purpose of the processing is to establish or defend a legal claim, to protect another person or for reasons of important public interest.

The right to object

In some situations, you have the right to object to otherwise legal processing of your personal data. This means that you can request that your data is erased, corrected or restricted.

You can read more about your rights in the Danish Data Protection Agency's guidelines about GDPR at datatilsynet.dk. If you would like make use of your rights under the GDPR, contact SIRI.

Complaints to the Data Protection Agency

You have the right to submit a complaint to the Data Protection Agency if you are dissatisfied with the way we process your personal data. Contact information for the Data Protection Agency is available at datatilsynet.dk.

8. Signature (applicant)

By signing below, I confirm that the information I have given in this form is correct and that I have read and accepted the terms laid out in section A-C.

If I have ticked the box in Section 5.A, I also confirm that I have read and accepted the terms laid out in Section 5.

Date and place

Signature

Have you remembered everything?

If your application for a residence and work permit in Greenland is completed correctly and contains the required documents, we can process the application faster.

It is therefore important that you make certain that part 1 of this form is completed correctly and that you have enclosed the necessary documents.

We recommend using the checklist below.

Checklist - applicant

Before submitting your application, please make sure you have included the following:

- A copy of all pages of your passport, including the cover.
- Copy of employment contract that details your salary and terms of employment, as well as a job description (not more than 30 days old).
- Documentation of your educational history if you are submitting a first time application. Please submit copies of original documents together with authorised translations to Danish or English, if required.
- Proof of authorisation, if the job requires a Danish or a Greenlandic authorisation and you are submitting a first time application.
- Documentation of received salary since your previous permit if you are applying for an extension.

Please also remember to:

- answer all questions in part 1 and
- sign and date section 8

Remember to bring your original passport when you submit the application.



Part 2 – to be completed by the employer (company) in Greenland

9. Information about the employer in Greenland

PLEASE COMPLETE IN CAPITAL LETTERS

Employer (company) name	CVR number
Address (street and number)	
Post box	Postal code and city/town
Telephone number	
E-mail address	
Contact person	

10. Employee

PLEASE COMPLETE IN CAPITAL LETTERS

To expedite the processing of the application the employer must state the name, date of birth and nationality of the foreign employee.

Surname	Given name(s)
Date of birth (day, month, year)	Nationality

11. The reason for submitting the application

Depending on the applicant's reason for submitting the application, the employer must complete different sections of the application form. It is therefore necessary for the employer to receive information from the applicant on which type of application the applicant is submitting.

The applicant has supplied information about this in section 3 in part 1 of the form.

Which type of application is the applicant submitting? **(tick one box only)**

- First time application after the Fast Track Greenland Agreement for a residence and work permit
- Extension of a residence and work permit after the Fast Track Greenland Agreement

12. Information about the terms of employment

PLEASE COMPLETE IN CAPITAL LETTERS

Note that it is important to answer all questions below. It is also important that the answers are consistent with the information contained in the enclosed employment contract.

What job position will the applicant (employee) be holding in Greenland?

Please provide a description of the job position and its primary responsibilities:

Period of employment:

From: _____ to: _____

Monthly or hourly salary before taxes, not including benefits such as employer-paid housing or other paid benefits (state amount in Danish kroner):

DKK _____

Will the applicant (employee) receive employer-paid rent? Yes No

If **yes**, please state the amount in Danish kroner:

DKK _____

Is the employer providing the applicant with housing free of charge? Yes No

If **yes**, please state the value of the free housing in Danish kroner:

DKK _____

Will the employer be paying for other employee expenses? Yes No

If **yes**, please list the expenses and their value in Danish kroner:

DKK _____

Number of hours the applicant is to work each week:

Does the job offered require Danish or Greenlandic authorisation? Yes No

If **yes**, the applicant must include proof of authorisation.

Does the employer have more than one place of operation? Yes No

If **yes**, the employer must state where the applicant (employee) will be working: (name and address):

13. Sworn declaration that the applicant's salary, terms of employment and position remain unchanged

The employer should only complete section 15 if the applicant (employee) is applying for an **extension**. If the employee is submitting an application for a new residence and work permit (first time application), the employer should proceed to section 16.

In order for applicant to qualify for a residence and work permit extension, the applicant must continue to meet the conditions for the original permit.

This means that:

- the applicant's job position and place of work must have remained unchanged throughout his or her employment,
- the applicant must have worked and received his or her salary throughout this period and
- the applicant's salary and terms of employment must remain unchanged.

Note: A wage increase due to changes in the collective bargaining agreement or ordinary cost of living adjustments is not considered a change in the applicant's terms of employment.

The employer is asked to declare below whether the applicant's salary, terms of employment, position and place of employment all remain unchanged.

(Tick one box only)

A. I solemnly swear that the applicant's salary, terms of employment, position and place of employment all remain **unchanged**.

B. I am uncertain whether the applicant's salary, terms of employment, position or place of employment have changed.

14. Employer's comments

PLEASE COMPLETE IN CAPITAL LETTERS

15. Sworn declaration (employer)

A. Sworn declaration of correctness

I solemnly swear that the information I have given in this application is correct and complete. If the information is found to be false or incomplete, I am subject to the following penalties:

- Fine or imprisonment of up to two years.
- I can be required by law to repay the expenses incurred by the Danish state as a consequence of the false or incomplete information.

B. Sworn declaration of compliance with Greenlandic occupational health legislation when hiring employees under 18 years of age

I solemnly swear that I, as an employer, comply with Greenlandic occupational health legislation when hiring employees under 18 year of age.

C. Information on how we process your personal data as the contact person

SIRI is obliged to inform you how we process your data (if you are the contact person or own a one-person business) and to inform you of your rights in regard to how we process your data.

Data controller

SIRI is the data controller and responsible for processing the personal data given in this application form and the data provided about you during the processing of the case. You can contact the agency by writing to the following address: The Danish Agency for International Recruitment and Integration (SIRI), Carl Jacobsens Vej 39, PO box 304, 2300 Copenhagen S or through our contact form on newtodenmark.dk/SIRI-contactform.

Data protection officer

You can contact our data protection officer by writing to the aforementioned address (Att. Data protection officer) or by using our contact form at newtodenmark.dk/SIRI-contactform. You can read more about SIRI as data controller and about SIRI's data protection officer on newtodenmark.dk/personaldata.

Purpose and legal basis

The personal data you provide to SIRI is collected and used:

- to process this application for a residence and/or work permit in Greenland
- in any later application for an extension or for a new residence and/or work permit in Greenland
- for verification and spot checks of the conditions for applicant's residence and/or work in Greenland

The legal basis for processing your personal data is:

- The Danish Aliens Act, in particular chapter 1 on the entry and residence of aliens in Denmark.
- The General Data Protection Regulation (GDPR), article 6.1 (c) (relating to the processing of data in order to comply with the legal obligation to which the controller is subject) and 6.1 (e) (relating to the exercise of official authority vested in the Danish Agency for International Recruitment and Integration by the Aliens Act).
- The General Data Protection Regulation (GDPR), article 9.2 (f) (relating to the necessity of processing in order to establish, exercise or defend legal claims).
- The Danish Data Protection Act section 8 (relating to the official authority only being allowed to process information about criminal offences if it is necessary for tasks of that official authority).

The information you give or have given in connection with the application will be registered in the registers of Danish immigration authorities. The same holds true for any information you later give in connection with an application from the applicant to extend his or her residence permit or for a new residence and/or work permit in Greenland.

We process the following types of data about you

- General personal data, such as: information about your name, contact information and information about your position at the company

We can pass on your data to the following recipients

SIRI can pass on your information to others, and we for example pass on information to the police, the Government

of Greenland, the Danish Security and Intelligence Service and the Danish Defence Intelligence Service, the public prosecutor, the Immigration Appeals Board, the Ministry of Immigration and Integration, the Danish Immigration Service, the Danish Return Agency, the Regional Labour Market Councils, the Danish Parliament and the Ministry of Foreign Affairs of Denmark.

SIRI shares data when it is necessary in order to exercise our official authority, including when we are legally obliged to share information.

What is the origin of the information we process about you?

The data that SIRI processes about you, have been provided by you in this application form. We will also process data you or the applicant may submit to the case later.

Storage of data

SIRI will store your personal data for as long as it is necessary in order to be able to carry out our tasks in relation to establishing or defending a legal claim to residence.

Data submitted as part of an immigration related matter can be stored for use by the immigration authorities at a later date. This means that the data can enter into the decision making process regarding future applications for extension of a residence permit, when revoking a residence permit, for verification and spot checks, when deciding whether a permit has lapsed, in relation to applications for permanent residency and for naturalization and in cases concerning any family members. In practice this means that SIRI will store your data for the period of the applicant's 'lifecycle' – i.e. his or her entire life.

Finally, it must be mentioned that data will be transferred to the Danish National Archives in accordance with the Danish Archives Act.

Your rights

Under the GDPR you have a number of rights in relation to our processing of data about you:

The right to know what kind of data we process about you

You have the right to ask what kind of data we are processing about you and be granted access to these data. If you request access to your data, your application will be processed in accordance with the GDPR's regulations governing right of access. If there are other regulations which provide you with greater access than the GDPR affords, your request for access will be processed in accordance with these regulations as well. These additional regulations may include those contained in the Public Administration Act that governs freedom of information requests.

The right to rectification (data correction) and the right to have your data erased

You have the right to request that corrections be made to personal data about you that you find inaccurate. In specific situations, you also have the right to have your data erased. As a rule, information can only be erased, if it is not necessary for processing your case as SIRI is obliged to record and register information in accordance with the Public Administration Act.

The right to restriction of processing

In some situations, you have the right to restrict the processing of your personal data. Where processing has been restricted, SIRI may thereafter, with the exception of storage, only process your data with your consent unless the purpose of the processing is to establish or defend a legal claim, to protect another person or for reasons of important public interest.

The right to object

In some situations, you have the right to object to otherwise legal processing of your personal data. This means that you can request that your data is erased, corrected or restricted.

You can read more about your rights in the Danish Data Protection Agency's guidelines about GDPR at datatilsynet.dk. If you would like make use of your rights under the GDPR, contact SIRI.

Complaints to the Data Protection Agency

You have the right to submit a complaint to the Data Protection Agency if you are dissatisfied with the way we process your personal data. Contact information for the Data Protection Agency is available at datatilsynet.dk.



16. Signature – employer

By signing below, I confirm on behalf of the above mentioned company that the information I have given in this form is correct and that the company has accepted the terms laid out in section A-B.

If I ticked the box in Section 13. A, I also confirm that I have read and accepted the terms laid out in Section 13.

Date and place

Signature

Have you remembered everything?

If the application form for a residence and work permit in Greenland is completed correctly and all necessary documents are enclosed, we can process the application faster.

It is therefore important that the employer makes sure that part 2 of the form has been completed correctly.

We recommend using the checklist below

Checklist - employer

Before sending part 2 to the applicant, please make sure you (the employer) have:

- answered all questions in part 2 (sections 9-14) and
- signed and dated the form in section 16.

For official use only: Comments and forwarding endorsements

- Names and passport information are in compliance with shown proof of identity

Enclosed:

- Copy of passport.
- Employment contract including job description and information about salary and terms of employment. The contract must not be more than 30 days old.
- Documentation of authorisation, if the job offered requires Danish or Greenlandic authorisation, and the applicant is submitting a first time application.
- Documentation of education including authorised translation into Danish or English, if the applicant is submitting a first time application.
- Documentation of received salary since the applicant's previous permit if he or she is applying for an extension.
- Other.

Comments

If the application was submitted at a Danish diplomatic mission and is to be forwarded to another mission/address, please state address:

PLEASE REMEMBER TO COMPLETE 'FOR OFFICIAL USE ONLY' ON PAGE 2 OF THIS FORM