



Dear visitor,

As part of our inhouse safety policy to prevent the spread of coronavirus (SARS-CoV-2), we request that you fill in this form **before** your visit. Please be aware that you must maintain a **distance of at least 1.5 metres** from other people. The **wearing of a face mask** is compulsory. Thank you for your cooperation and understanding.

Name	
Company / authority	
Telephone (business/mobile)	
Appointment	
Member of staff / area visited	

Have you been abroad in the last two weeks?

Yes
No

Do you have any flu-like symptoms, such as fever, difficulty breathing, or a cough?

Yes
No

Have you had contact with anyone infected with coronavirus in the last 14 calendar days, or with anyone with suspected coronavirus?

Yes
No

In the last 14 calendar days, have you been in contact with someone who is in quarantine?

Yes
No

If you have answered yes to any of these questions, please understand that you cannot visit us at the moment. Please be aware that we need to ask you the same questions every time you visit.

I hereby agree that these data may be processed by the municipality of Hallbergmoos in accordance with Article 9, paragraphs 1 and 2 of the GDPR. I may withdraw my consent at any time with future effect. I have taken note of the information concerning data protection printed overleaf.

I have been informed that the minimum distance must be observed and that I must wear a face mask.

Signature:	Date:
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Information on data protection

1. Identity of the responsible party (Article 13, paragraph 1[a] of the GDPR)

Municipality of Hallbergmoos
Rathausplatz 1
85399 Hallbergmoos
Represented by High Mayor Mr Harald Reents

2. Contact information for the data protection officer (Article 13, paragraph 1[b] of the GDPR)

Robert Kremer
Data protection officer for the
municipalities of the district of Freising
Freising District Office - District Audit
1st floor, Office 934 - Alte Poststr. 89
85356 Freising

3. Purposes of data processing and legal basis (Article 13, paragraph 1, letter [c] of the GDPR)

We are collecting these data in accordance with Article 9 of the GDPR (special category data) to ensure the protection of our employees and the organisation as a whole against the very real threat of coronavirus (COVID-19).

The legal basis for this is your consent, in accordance with Article 9, paragraph 2 (a) of the GDPR.

4. Categories of personal data

Only the categories mentioned on the form are used as categories of personal data.

5. Storage period

Your data will be completely deleted after the end of these extraordinary circumstances (Article 17[a] of the GDPR), or if you withdraw your consent.

6. Recipients or categories of recipients

The data will be passed on only to the responsible specialist departments, and, if one of your contact persons becomes infected, to the responsible authorities (e.g. the public health department in accordance with §§ 16, 17 and 25 of the Infection Protection Act).

7. Transfer to third countries

There is no plan to pass on the data to a third country.

8. Your rights

Providing the legal provisions are fulfilled, you have the following rights under Articles 15 to 22 of the EU GDPR:

The right to be informed, the right to rectification and erasure, and the right to restrict processing, as well as the right to data portability.

You also have the right to object to data processing, in keeping with Article 6 (1) (e) of the EU GDPR, under Article 14, paragraph 2 (c) in conjunction with Article 21 of the EU GDPR.

Right of appeal to the supervisory authority:
According to Article 77 of the EU GDPR, you have the right to lodge a complaint with a supervisory authority if you believe that your personal data are being processed unlawfully.

9. Source of personal data

The only source of the data processed about you is you yourself.

10. Provision of personal data

If you refuse to provide your data, you will not be able to visit us.

11. Supervisory authorities

The supervisory authorities responsible for data protection for our organisation is:

Bavarian State Commissioner for Data Protection
(Bayerische Landesbeauftragte für den Datenschutz)
Wagmüllerstraße 18
80538 München

Postal address:
Postfach 22 12 19
80502 München

12. Automated decision making including profiling

There is no automated decision making including profiling.