

## **Privacy Notice**

The Gavi Alliance (“**Gavi**”, “**We**”, or “**Us**”) strives to properly address applicable data protection requirements.

### **SCOPE**

This privacy notice (“**Notice**”) provides contractors and suppliers with certain important information about how Gavi handles their personal data. Gavi is the primary data controller for processing of personal data.

### **TYPES OF DATA PROCESSED**

Personal data processed includes the following types of data: Your name, address, nationality, telephone number, email address, company registration (or another analogous) number, bank account details, bankruptcy details and passport copy (in case of individual contractors).

### **PURPOSE OF DATA PROCESSING, LEGAL BASES, AND DISCLOSURES OF PERSONAL DATA**

We will use your personal information for purposes of identifying and evaluating candidates for new consultancy and service providing opportunities, determining the terms on which we work for you, undertaking any KYC and anti-money laundering checks, administering your contract and making payment to you for services you have provided to us.

Our legal basis to process your personal data includes processing that is necessary for the performance of our contract with you and our legitimate commercial and legal interests.

Only selected employees of Gavi, such as members of the evaluation panel, the Procurement, Finance and Legal teams, as well as the team to which you are providing the services have access to your personal data. Except as set out in this notice or as required by law, your personal data will not be supplied to any third party without your explicit authorisation.

### **RETENTION OF PERSONAL DATA**

Personal data will be retained only for so long as reasonably necessary for the purposes set out above.

### **DATA SECURITY AND DATA INTEGRITY**

Gavi maintains reasonable security measures to safeguard personal data from loss, interference, misuse, unauthorised access, disclosure, alteration or destruction. Gavi also maintains reasonable procedures to help ensure that such data is reliable for its intended use and is accurate, complete and current.

### **RIGHTS**

You may be entitled, in accordance with applicable law, to object to or request restriction of processing of their personal data, and to request access to, rectification, erasure and portability of their own personal data. Requests should be submitted in writing to the address listed below in the “Contact Information” section.

If you are aware of changes or inaccuracies in his or her personal data, you should inform us of such changes so that the personal data may be updated or corrected.

### **CONTACT INFORMATION**

You can raise any issues regarding the processing of your personal data by contacting [procurement@gavi.org](mailto:procurement@gavi.org).