

**FORM FOR INFORMATION REQUEST FROM DATA PROTECTION OFFICER OF THE MINISTRY OF FINANCE**  
General Data Protection Regulation - GDPR

**DATA SUBJECT**

**DNI**

**SURNAMES AND NAME**

By submitting this form, I hereby request information on the processing of my personal data or the exercise of my rights to Data Protection Officer of the Ministry of Finance, in accordance with the provisions of Article 38.4 of Regulation (EU) 2016/679 of the European Parliament and the Council, of 27 April 2016, on the protection of natural persons with regard to the processing of personal data and on the free movement of such data.

**REQUESTED INFORMATION**

**NOTIFICATION MEANS**

- ELECTRONIC E-MAIL**
- POST** (Please, enter address details for notification purposes)

**ADDRESS FOR NOTIFICATION PURPOSES**

**DNI**  **SURNAMES AND NAME**

**STREET**

**NUMBER**  **STAIR**  **FLOOR**  **DOOR**

**MUNICIPALITY**  **PROVINCE**  **POSTCODE**

**SIGNATURE**

IN  ON THE  OF  OF

Signature:

Before signing the request, you should read the additional information on the protection of personal data:

**INFORMATION ON PERSONAL DATA PROTECTION**

The personal data provided by means of this form shall be processed by the Data Protection Officer of the Ministry of Finance for the purpose of processing your request of information. You can exercise your data protection rights before the Data Controller.  
**Before signing the request you should read the additional information on personal data that is attached as an annex to this document.**

## ADDENDUM

### ADDITIONAL INFORMATION ON PERSONAL DATA PROTECTION

#### DATA CONTROLLER

Contact details of the Data Controller: Sub-Directorate General of Transparency Information, Data Protection and Website Services. Technical General Secretariat of the Ministry of Finance. C/Alcalá 9, 28071 MADRID. Email: DPDHacienda@hacienda.gob.es

Data Protection Officer: Sub-Directorate General of Transparency Information, Data Protection and Website Services. Technical General Secretariat of the Ministry of Finance. C/Alcalá 9, 28071 MADRID. Email: DPDHacienda@hacienda.gob.es

#### PURPOSES OF THE DATA PROCESSING:

Description: Handling of the information request regarding the personal data processing and the exercise of rights included in Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016.

#### LEGAL GROUNDS OF THE PROCESSING:

GDPR: 6.1.c) Processing required to comply with a legal obligation applicable to the Processing Manager.

Article 38.4 of Regulation (EU) 2016/679 of the European Parliament and the Council of 27 April 2016.

#### RECIPIENTS OF DATA:

Recipient category: Bodies of the Ministry of Finance responsible for the personal data processing of the interested party.

#### TRANSFERS OF DATA:

No data transfers to third countries are foreseen.

#### TERM FOR STORAGE OF DATA:

They shall be stored for the term required to decide on the request. The regulations on files and documents shall apply.

#### AUTOMATED DECISIONS:

There are no automated decisions.

#### RIGHTS OF THE DATA SUBJECT:

The data subject may exercise their rights of access, rectification, suppression, limitation and opposition of the data processing, where applicable, by contacting the Processing Manager in person in any of the offices of the assistance network with regard to registrations (<https://administracion.gob.es>) or by means of the electronic office of the Ministry of Finance (<https://sedeminhap.gob.es>).

#### Right to claim:

Before the Data Protection Officer, on a previous and optional manner (<https://sedeminhap.gob.es>).

Before the Spanish Agency for Data Protection. C/ Jorge Juan 6, 28001 MADRID (<https://sedeagpd.gob.es>).