



Application form

GL1_en_06092023

Application for a residence and work permit in Greenland based on salaried work

Uses

This form can be used to apply for a residence and work permit in Greenland based on **salaried work**.

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 10-17) of this form and signs section 19.
2. The employer encloses the required documents (see below).
3. The **applicant** (the employee) completes **part 1** (sections 1-6) and signs section 9.
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 Denmark 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. You should not send documentation for your educational history, if you apply according to the Health Agreement.
- Other documents as indicated by the instructions in the form.

The employer must include the following:

- Permission to employ foreign labour in the job position - according to Landstingslov no. 27 of 30. October 1992 concerning the regulation of labour force increase in Greenland.
- Other documents as indicated by the instructions in the form.

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

How to submit the application

Normally, a first time application must be submitted to a Danish representation in the applicant's home country.

A first time application can therefore only be submitted to the police in Greenland on special grounds and if the applicant is staying legally in Greenland.

An application for an extension can be submitted to the police in Greenland or in Denmark, or in 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 or in 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. Professional or labour market considerations must warrant a residence and work permit, and the salary and terms of employment must correspond to Greenlandic standards. In addition, the local municipality must grant permission to employ foreign labour, if the position is covered by landstingslov no. 27 of 30. October 1992 concerning the regulation of labour force increase in Greenland. The position must normally also be a full-time position (40 hours/week).

Review by Greenland's Self-Government authority

The employment contract will be sent to the Greenlandic Self-Government authority 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 under "You want to apply".

For a faster reply

Your application will be processed faster if you and your employer complete this form correctly and include all necessary documentation.

For more information

More information about the rules and regulations concerning residence and work permit in Greenland is available at newtodenmark.dk. 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. You can find our contact information on newtodenmark.dk/contact-siri.



For official use only

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

Application for a residence and work permit in Greenland based on salaried work

Part 1 – to be completed by the applicant (the employee)

1. Applicant		PLEASE COMPLETE IN CAPITAL LETTERS
Surname usskema	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	
<p>If you are already in Greenland, you must answer the questions below regarding date of entry, address and contact information in Greenland.</p> <p>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 our decision.</p> <p>Important: You must inform SIRI if you change your address or if your contact information changes.</p>		
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. 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 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. You should not fill in section 4, if you apply according to the Health Agreement.

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:

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
- 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 has changed please check box 5.B. You are required to enclose your current employment contract, which contains information about your salary and terms of employment.

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)

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 has changed.

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.

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:

- My residence and work permit can be revoked.
- 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. Information about your duty to provide the necessary information

It is your duty to provide the information necessary to decide whether you can be granted a permit. If you do not provide this information, it may mean that you will not be granted a permit.

C. 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:

- Decree of commencement for Greenland of the Danish Aliens Act (the Aliens Act) in particular chapter 1 on the entry and residence of aliens in Greenland.
- 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 by the authorities in Greenland. 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.

It will be registered in the Civil Registration System (CPR) if you assign an address at the folkeregister 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

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 Ministry of Immigration and Integration, the Danish immigration Service, 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 (Udlændingeinformationsportalen) 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.

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), , and the Schengen Information System (SIS)
- other authorities, such as: municipal authorities, the Danish Immigration Service
- 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 Greenland, 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.

D. Verification and spot-checks

Your case may be selected for a spot-check. The spot-check aims to verify the following:

- The accuracy of the information you have given.
- Whether you meet the conditions for a residence and/or work permit, if such is granted to you.
- Whether you are staying and/or working in Denmark without the necessary permit.

Verification may involve the following:

- Checking public registers, such as the Civil Registration System (CPR)

8. Consent to let SIRI share information from my case with my sponsor or potential third party

When necessary in order to process your application or as part of later verification and spot check procedures of your stay in Denmark, SIRI can, without your consent, share information about you with your sponsor. This can for example be in order to enable SIRI to verify the accuracy of the information you have provided in the application, or in order to check whether you continue to meet the conditions of your permit). Please note paragraph D "Information on how we process your data" in section 12 "Declaration and information – applicant"

However, it will sometimes ease the processing of your case if SIRI to a greater extent can share information about your personal circumstances with your sponsor or a potential third party (e.g. if we cannot get in touch with you). If you would like SIRI to be able to share information with your sponsor or a third party, you must give your consent below.

If you do not wish to give your consent to let SIRI share information in these situations, we will instead get the information from you (the applicant) and abstain from sharing information with your sponsor or third party. This may result in a longer processing time for your application.

You can at any point in time withdraw your consent. If you wish to withdraw your consent you must inform us. You can find our contact information on newtodenmark.dk/contact-siri.

(tick the box)

I hereby consent to let the Danish Agency for International Recruitment and Integration (SIRI) share information about me with my sponsor or a third party to this greater extent in order to ease the processing of this application.

9. 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 7. A.

I also confirm that I have made a decision regarding section 8 on consent to share information.

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

I also understand that the information I have given or will be giving will be registered in SIRI's registers.

Date and place

Signature

Have you remembered everything?

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

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

We recommend using the checklist below to verify that the application is complete and correct.

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. You should not send documentation for your educational history, if you apply according to the Health Agreement.
- 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 9

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



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

10. Information about the employer in Greenland

PLEASE COMPLETE IN CAPITAL LETTERS

LETTERS

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

11. Applicant (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

12. 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 for a residence and work permit
- Extension of a residence and work permit

13. Collective bargaining agreement

PLEASE COMPLETE IN CAPITAL LETTERS

In the event of a review by the Greenlandic Self-Government, the employer must answer the following questions. Answering the question can help expedite the review.

Is the applicant's employment covered by a valid Greenlandic collective bargaining agreement that you (the employer) are a party to, either due to your company's membership of an employer confederation or by agreement with a labour union?

Yes No

If **yes**, please state which collective bargaining agreement

14. 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 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 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):

15. Permission to employ foreign labour

Permission to employ foreign labour in Greenland must be granted for certain job positions according to Landstingslov no. 27 of 30. October 1992 concerning the regulation of labour force increase in Greenland (Landstingsloven).

The employer must contact the local municipality's labour market office directly to receive such a permission.

It is important to note that the job title and the job tasks of the position as described in the permission from the local municipality must be consistent with the same information in the applicant's employment contract.



Has the employer applied for permission to employ foreign labour in the job position from the municipality?

Yes No

If **no**, the employer must explain why:

Has the employer enclosed the municipality's permission to employ foreign labour in the job position?

Yes No

If **no**, the employer must explain why:

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

The employer should only complete section 15 if the 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.

17. Employer's comments

PLEASE COMPLETE IN CAPITAL LETTERS

18. 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:

- My residence permit can be revoked
- 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 years of age.

C. Information about the requirement that you provide the necessary information

You can be required to provide the information necessary to decide whether the applicant can be granted a permit. If you do not provide this information, it may mean that the applicant will not be granted a permit.

D. 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:

- Decree of commencement for Greenland of the Danish Aliens Act (the Aliens Act) in particular chapter 1 on the entry and residence of aliens in Greenland.
- 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 Ministry of Immigration and Integration, the Danish Immigration Service, 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.

19. 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 18 A-B.

If I ticked the box in Section 16. A, I also confirm that I have read and accepted the terms laid out in Section 16.

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 10-17),
- signed and dated the form in section 19.

It is also important that the employer has completed and enclosed

- a copy of the permission to employ foreign labour in the job position granted by the local municipality.

For official use only: Comments and forwarding endorsements

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

Enclosed:

- | | |
|--|---|
| <input type="checkbox"/> Copy of passport. | <input type="checkbox"/> Documentation of education including authorised translation into Danish or English, if the applicant is submitting a first time application. You should not send documentation for your educational history, if you apply according to the Health Agreement. |
| <input type="checkbox"/> Employment contract including job description and information about salary and terms of employment. The contract must not be more than 30 days old. | |
| <input type="checkbox"/> Copy of the permission to employ foreign labour in the job position or documentation that the employer. | <input type="checkbox"/> Documentation of received salary since the applicant's previous permit if he or she is applying for an extension. |
| | <input type="checkbox"/> 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