

Authority for the use of personal data

I the undersigned, Mr or Mrs **Surname First Name** (hereinafter the person involved) hereby give the access to social rights key worker(s), RSA key worker(s) and banking inclusion key workers belonging to the CCAS de Rennes' Direction Insertion et Aides à la Population (DIAP - Integration and Aid for the Population Department), represented by Virginie Auberger, Director of the DIAP, to complete any steps I may need to take online both on my behalf and in my presence, in accordance with the provisions of articles 1984 et seq. of the Civil Code.

1. Steps taken on the person's behalf and in his or her presence

Within the limits of his or her own work, the CCAS officer is hereby authorised to take steps relating to the following matters:

- RSA (application, continued eligibility, support),
- Reduced rate pricing on public transport,
- To go out!,
- Statutory grants for the elderly and the disabled,
- Micro-credit,
- Micro-savings,
- Optional CCAS grants.

2. Secure entry and use of personal data

The CCAS officer collects, enters and uses only any information which may be necessary with regard to the steps set out above. The logins and passwords are not kept.

The CCAS officer updates and then deletes all of the person's information once it is no longer required for the purpose of carrying out the steps set out above.

3. Information and transparency

The CCAS officer informs the person involved of the rights, as set out in articles 13 to 22 of the General Data Protection Regulation (GDPR), and in particular the opportunity to withdraw his or her consent at any time by simply writing to the DIAP at the postal or e-mail addresses specified at the bottom of page 2¹.

The CCAS officer ensures that the information has been sent concisely, transparently and comprehensibly in accordance with the provisions of article 12 of the GDPR.

The CCAS officer informs the person involved that the authority is handled free of charge.

¹ For the attention of Madame la Directrice, Centre Communal d'Action Sociale, Direction Insertion et Aides à la Population, 1 rue du Griffon, 35000 RENNES, diap@ccasrennes.fr

4. Confidentiality

The CCAS officer is subject to a confidentiality obligation and does not pass the information on to anyone else.

5. Term of the authority

This authority is accepted for two years. The person involved may decide to halt the authority prior to the end date set out in accordance with article 3.

6. Responsibilities

The DIAP officer(s) complete(s) the steps in accordance both with the procedures set out above and with the wishes of the person involved.

Signatures of the parties

Signed in Rennes, on **date**

Signed in Rennes, on **date**

The person involved

Virginie Auberger
Integration and Aid for the Population Director