



# DATA PRIVACY APPEAL FORM

## INSTRUCTIONS

Individuals may submit an appeal to the IMF Data Privacy Appeals Committee if they are not satisfied with the IMF Data Privacy Function's decision regarding their complaint.

The IMF Data Privacy Appeals Committee is an independent, interdepartmental body comprised of management-level staff, and it operates separately from the Data Privacy Appeals Committee.

To respond more promptly and precisely to your appeal, the IMF Data Privacy Appeals Committee needs certain preliminary information to be provided within the request. Therefore, please complete the form below. All fields in this form are mandatory, as applicable. The information provided in this form will be used for handling your appeal. For further details on how we process personal data, please refer to the IMF's Privacy Notice at <https://www.IMF.org/en/About/privacy-notice>

Please complete this form in English and send it to the IMF Data Privacy Appeals Committee via email at [IMFDataPrivacyAppeal@IMF.org](mailto:IMFDataPrivacyAppeal@IMF.org) or submit it by mail or hand delivery to:

**International Monetary Fund**  
**Attention: Data Privacy Appeals Committee**  
700 19th Street, N.W.  
Washington, DC 20431  
**United States of America**

## DATA PRIVACY APPEAL FORM

	Details to be provided by the Appellant
<b>Full Name</b>	
<b>Email address</b>	
<b>Mailing address</b> <i>(this field is mandatory if you are submitting the form via mail or hand delivery)</i>	
<b>Telephone Number</b> <i>(include country code, e.g., +30 210 1234567)</i>	

<b>Nature of relationship or affiliation with the IMF</b> <i>(Please indicate your relationship with the IMF by selecting one of the following options)</i>	<input type="checkbox"/> Former IMF Employee <input type="checkbox"/> Job Applicant <input type="checkbox"/> Event Attendee <input type="checkbox"/> Other (please specify):
<b>Outcome Being Appealed</b>	Reference Number of Complaint to the IMF Data Privacy Function:.....  Date of Complaint Submission to the IMF Data Privacy Function (Month/Day/Year):.....  Date of Decision Received by the IMF Data Privacy Function (Month/Day/Year): .....
<b>Grounds for Appeal</b> <i>(Describe your reasons for filing an appeal)</i>	

**IF THE APPEAL IS SUBMITTED BY AN AUTHORIZED REPRESENTATIVE, PLEASE ALSO PROVIDE:**

	Details to be provided by the authorised representative
<b>Full Name</b>	
<b>Company, if applicable</b>	
<b>Email address</b>	
<b>Telephone Number</b> <i>(include country code, e.g., +30 210 1234567)</i>	
<b>Capacity in which you are acting on behalf of the complainant</b> <i>(e.g., parent, guardian, lawyer)</i>	

**EXPLANATORY NOTES**

The appeal process is comprised of three phases:

**Phase 1: Submit appeal form to the IMF Data Privacy Appeals Committee**

- Provide your details and (if applicable) details of your authorized representative.

- State your appeal request.

***Time considerations: You will need to submit your appeal within 30 calendar days of:***

- ***Receiving the decision of the IMF Data Privacy Function regarding your complaint, OR***
- ***If no decision was issued by the IMF Data Privacy Function within the required timeframe (i.e., within 30 calendar days unless they notified you that they need an additional 30 days due to the complexity of your complaint or overall number of submissions that they are dealing with.)***

**Phase 2: The IMF Data Privacy Appeals Committee may ask for additional information to help process your appeal**

- The IMF Data Privacy Appeals Committee may ask you or your authorised representative for supporting documents to verify your identity or the authority of the authorised representative (if any).
- The IMF Data Privacy Appeals Committee may ask for clarification in cases where the appeal seems unclear or unspecific. Please promptly provide additional information requested by the IMF Data Privacy Appeals Committee to enable the processing of your appeal.

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**Phase 3: Processing of appeal and response**

- The IMF Data Privacy Appeals Committee will acknowledge receipt of your appeal and will respond in writing and in English to the appellant or its authorised representative (if any). The Data Privacy Appeals Committee will review and issue a decision on your appeal within 90 calendar days. The written decision of the Data Privacy Appeals Committee will be sent to you by the same method that you used to make your submission to the Data Privacy Appeals Committee.
- The IMF Data Privacy Appeals Committee may refuse appeals as outlined in the Privacy Notice stating the reasons.