

# STOWAWAY QUESTIONNAIRE

## PHYSICAL CHARACTERISTICS

Height

---

Weight

---

Hair

---

Eyes

---

Any marks / special characteristics  
(scars / tattoos, etc)

---

---

---

---

---

Affix photo here

## PERSONAL DETAILS (to be completed by each individual stowaway)

Full name

---

Gender

---

Nationality

---

Home address

---

Place of birth

---

Date of Birth / Age

---

Languages spoken

---

## IDENTIFICATION

Type of ID    Passport    ID card    Seaman's card    Other    None

Number

---

Place of issue

---

Date of Issue

---

Date of expiry

---

If you know of  
anyone with a  
telephone in  
your home country  
please provide their  
name and number

---

## EMBARKATION

When did you get on  
board the ship?

---

Where did you get on  
board? [name of port]?

---

What time of day did  
you get on board?

---

How did you get on  
board?

---

Where did you hide  
once on board?

Where were you  
discovered on board?

---

What were your reasons  
for coming on board?

---



**IGP&I** International  
Group of  
P&I Clubs

# STOWAWAY QUESTIONNAIRE

## OTHER PERSONAL DETAILS

(\* if identification still in issue)

Father's name / birthplace

---

Mother's name / birthplace

---

If married, provide details of spouse (name, address, nationality)

---

## OTHER QUESTIONS

(\* if identification still in issue)

What is the capital of your country?

---

What languages are spoken in your country?

---

Describe your country's flag

---

What is the currency of your country?

---

What is the name of your president / prime minister / head of state?

---

Name any radio stations in your country

---

What school / college did you attend?

---



# Notice about processing of personal data in accordance with the EU General Data Protection Regulations 2016/679

We in our capacity as the agent of Gard P. & I. (Bermuda) Ltd/Assuranceforeningen Gard – gjensidig (hereinafter called the “Association”) will, in compliance with, the information requirements of the Association and/or Gard AS as Controller(s) set out in Articles 13 and 14 of the EU General Data Protection Regulations 2016/679 as implemented in Norway (hereinafter referred to as the “GDPR” or the “Regulation”), inform you of Data Subject’s rights.

For ease of reference, we shall highlight the following:

## 1. Identity and contact details of the Association and Gard AS

The Controller as defined in GDPR is in this case \_\_\_\_\_  
(fill in the name of the Gard risk carrier).

Its address and contact details are as follows:

\_\_\_\_\_  
(Fill in name of Gard risk carrier)

Kittelsbuktveien 31,  
NO – 4836 Arendal  
P. O. Box 789 Stoa NO – 4809 Arendal Norway [www.gard.no](http://www.gard.no)

The Controller’s representative in this case is Gard AS. Its address and contact details are as follows:

Gard AS Kittelsbuktveien 31, NO – 4836 Arendal  
P. O. Box 789 Stoa NO – 4809 Arendal Norway  
[www.gard.no](http://www.gard.no)

## 2. Data Protection Officer

The contact details of the Data Protection Officer in Gard AS are as follows:

Thor Magnus Berg, Head of Compliance and Quality Management Tel. work+47 37 01 92 13

[thor.magnus.berg@gard.no](mailto:thor.magnus.berg@gard.no)  
P.O. Box 789 Stoa NO – 4809 Arendal

## 3. Purpose of processing personal data

Processing personal data in this case is required for the handling of the Insurance Claim, including determining whether the owner of the Ship is liable to you and whether and to what extent the owner has a right to be indemnified in respect of the Insurance Claim under the relevant contract of insurance taken out with the Association.

## 4. Legal basis for processing of personal data

The legal basis for processing personal data for the above purpose is GDPR article 6.1 (c) stating that processing is lawful when necessary for compliance with legal obligations (here the contract of insurance) to which the controller is subject. Further, processing of sensitive personal data as set out in GDPR article 9 is permitted because it is necessary for the establishment, exercise or defense of a legal claim.

#### **5. Storage of personal data**

The personal data will be stored for as long as it is deemed necessary for the purpose of handling the Insurance Claim and as long as it is required in order for the Association and/or Gard AS to comply with statutory requirements as to accounting and regulatory reporting.

#### **6. Rights of the Data Subject to lodge a complaint with supervisory authority**

In your capacity as the Data Subject, you have a right to request access to and rectification of personal data in our possession. You also have a right to lodge a complaint with the relevant supervisory authority.

As to further details regarding your rights as Data Subject as defined in the GDPR, we refer to Chapter III of the Regulation. A copy of the Regulation is available on request.

This message shall not be treated as an admission of liability of the owner of the Ship and/or the Association and/or Gard AS.