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# Questionnaire for Offshore Wind Experts

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| Field of Expertise |
| *Please tick your field of expertise as appropriate. Multiple choices are possible.* Technical

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| --- | --- |
| Environment  | * 1. **Permanent Works**
 |
| [ ]  Soil / Geotechnical | [ ]  WTGs |
| [ ]  Marine | [ ]  Foundations |
| [ ]  Meteorology | [ ]  Substations |
| [ ]  Marine biology  | [ ]  Land & Sea Cables |
| [ ]  Other[*Please give details to your field of expertise*] | [ ]  Other [*Please give details to your field of expertise*] |
|  |  |
| Equipment | * 1. **Specialist Disciplines**
 |
| [ ]  Vessels | [ ]  Coating |
| [ ]  Helicopters | [ ]  Loads |
| [ ]  Tools | [ ]  Electrical engineering |
| [ ]  Offshore Logistics generally | [ ]  Mechanical engineering |
| [ ]  Offshore Installation generally | [ ]  Geotechnical engineering  |
| [ ]  Other[*Please give details to your field of expertise*] | [ ]  Harbour logistics |
|  | [ ]  Other[*Please give details to your field of expertise*] |

|  |  |
| --- | --- |
| IT | Schedule Analysis |
| [ ]  SCADA | [ ]  Construction Schedule |
| [ ]  Software | [ ]  General Schedule Analysis |
| [ ]  Other[*Please give details to your field of expertise*] | [ ]  Other[*Please give details to your field of expertise*] |

Commercial

|  |  |
| --- | --- |
| [ ]  Construction Cost | [ ]  Financial Advisory |
| [ ]  Quantity Surveyance | [ ]  Financial Investigations  |
| [ ]  Accounting | [ ]  Tax Advisory |
| [ ]  Other[*Please give details to your field of expertise*] | [ ]  Other[*Please give details to your field of expertise*] |

Legal

|  |  |
| --- | --- |
| [ ]  Contract drafting and negotiations | [ ]  Arbitration |
| [ ]  Contract management  | [ ]  DAB proceedings  |
| [ ]  Claims management and negotiations | [ ]  Mediation  |
| [ ]  Litigation | [ ]  Other |

Other

|  |  |
| --- | --- |
| [ ]  Operation and Maintenance | [ ]  Offtake / PPA |
| [ ]  HSE | [ ]  Insurance  |
| [ ]  Regulatory | [ ]  Other |
| [ ]  Permits  | [*Please give details to your field of expertise*] |

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| Personal |
| Physical Person [ ]  / Company [ ]  |
| Name: |
| Address:  |
| Telephone:Email: Homepage: |
| Nationality:  |
| Place of Living: Places of deployment: I´m willing to work[ ]  only national; [ ]  international; *[Please list countries]* [ ]  worldwide. |
| Language skills: *[Please list all languages you master in a way that you feel comfortable to perform professional expert work (oral / in writing) in such language.]* |
| I am willing to [ ]  travel and attend physical meetings; [ ]  prepare written expert statements only. |
| Work Experience  |
| Current Professional Occupation: |
| Job title: |
| Area of responsibility: |
| Time period of current employment:  |
| Work address: |
| Employment history:*[Please list your professional career to date here]* |
| Expert Experience (please provide details in the section below) |
| Have you ever been involved as an expert in dispute resolution proceedings in the past?[ ]  Mediation [ ]  Adjudication [ ]  Arbitration [ ]  Other |
| Details on past professional experience *[Please provide details of your previous experience (national/international*)*. In particular, this summary should indicate where your offshore wind sector knowledge comes from. If existent, please provide evidence of credibility and/or a copy of an anonymised expert witness report]* |
| Are you aware of any adverse comments given about your performance as an expert?[ ]  no [ ]  yes *If you have selected 'yes', please provide details in an additional statement attached to this questionnaire.* |
| Education / Qualifications / Publications |
| Education history[*Please provide details of your education history]* |
| Professional Qualifications[*Please provide details of* *(i) certifications and further training relating to your professional experience; and/or* *(ii) certifications and further training relating to your role as expert witness as applicable*] |
| Academic Qualifications[*Please provide details of academic certifications as applicable*] |
| Publications[*Please list relevant publications as applicable*] |
| Referees (please provide short written statements from 3 references) |
| *Please include as appendices to this form references / recommendations of at least three (3) previous clients or contracting partners relating to former work in your specialist area, ideally in an offshore wind context, including their contact details:***Name of referee:**Contact details:**Name of referee:**Contact details:**Name of referee:**Contact details:  |
| Other |
| Current memberships[*Please list your current memberships relevant to your role as an expert as applicable*] |
| Are you aware of any matters which might call into question being a fit and proper person to provide professional services as an expert? [ ]  no [ ]  yes *If you have selected 'yes', please provide details in an additional statement attached to this questionnaire.* |
| Have you ever been subject of complaint to a professional body?[ ]  no [ ]  yes*If you have selected 'yes', please provide details in an additional statement attached to this questionnaire.* |
| Are you currently or have you ever been subject of any disciplinary or regulatory enquires, investigation or proceedings?[ ]  no [ ]  yes*If you have selected 'yes', please provide details in an additional statement attached to this questionnaire.* |
| Have any proceedings been brought against you in any court or tribunal or have you been informed that any such proceedings are going to be brought against you?[ ]  no [ ]  yes *If you have selected 'yes', please provide details in an additional statement attached to this questionnaire.* |

**Privacy Notice**

World Forum Offshore Wind e.V. (“WFO”, “we”, “us”) will use any information you disclose in this Questionnaire for the purpose of establishing a database of offshore wind experts and providing a platform, where experts can register themselves in order to enable WFO to find and nominate experts when their expertise is needed. In this context, the protection of the confidentiality and security of your personal data of a particularly high priority for WFO. In this privacy notice we inform you how we process the personal data collected via this Questionnaire, as well as your related choices and rights.

**1. Who is responsible for the processing?**

World Forum Offshore Wind e.V. is responsible for the processing of your personal data disclosed in the WFO Expert Questionnaire as controller within the meaning of the General Data Protection Regulation (GDPR). You can reach WFO under the following contact details:

World Forum Offshore Wind e.V., Überseering 4, 22297 Hamburg, Germany
Phone: +491626396714
Email: gunnar.herzig@wfo-global.org
Website: [www.wfo-global.org](http://www.wfo-global.org)

**2. What are the purposes and legal bases of the processing?**

The personal data will primarily be processed to establish a database on offshore wind experts, to manage and maintain this database and to use the database for the purpose of nominating experts when their expertise is needed.

Your personal data is processed on your request in order to include your data in the database, to nominate you as an expert when your expertise is needed, respectively to consider your nomination when your expertise might be needed. The the processing is based on the necessity for the performance of the contract between you and WFO as the provider of the database (Art. 6 (1) (b) GDPR), and on WFO's legitimate interest in effectively managing the database (Art. 6 (1) (f) GDPR).

**3. To whom will my personal data be disclosed? Will my data also be processed in countries outside the EU/EEA?**

Since WFO is an internationally active non-profit organization with offices in Hamburg, New York, Tokyo , and Taipei, some of your personal data may be accessible or transferred to countries both within and outside the European Union (EU) and European Economic Area (EEA). This may include transfers to third parties assisting with the implementation, administration and management of the WFO expert database.

To the extent your personal data is transferred to third parties which are located in Third Countries, i.e. countries neither in the EU nor EEA and not Switzerland, which are not subject to an adequacy decision of the European Commission, your data will only be transferred if justified by a derogation under Art. 49 GDPR or where appropriate safeguards in accordance with Art. 46 GDPR are in place to ensure an adequate level of data protection. This is done in particular through entering into EU standard contractual clauses under Art. 46 (2) (c) GDPR with the data recipient, and where necessary by implementing supplementary measures, such as additional technical, organizational and contractual safeguards. For more details on the data recipient and the implemented measures to safeguard data transfers, please contact us via the details set out in section 1 of this privacy notice.

**4. How long will my personal data be stored?**

Personal data will be stored only as long as necessary for the purposes described in this privacy notice (i.e. until you request the deletion of your listing as an expert in our database) and as required for WFO to comply with applicable statutory retention obligations. WFO may process your personal data for a longer period of and to the extent this may become necessary for the exercise of or defense against legal claims, and/or to comply with any requests or orders from regulators or courts.

WFO has implemented appropriate technical or organizational measures to ensure the confidentiality and appropriate security of your personal data, including protection against unauthorized or unlawful processing and against accidental loss, destruction or damage.

**5. Which rights do I have?**

You may assert the following rights towards us with regard to your personal data, subject to the requirements of applicable data protection laws:

* Right of access to your personal data held by us in accordance with Art. 15 GDPR;
* Right to rectification of your personal data under the conditions of Art. 16 GDPR;
* Right to erasure of your personal data under the conditions of Art. 17 GDPR ("Right to be forgotten");
* Right to restrict the processing of your personal data under the conditions of Art. 18 GDPR;
* Right to receive the personal data provided by you in a structured, commonly used and machine-readable format under the conditions of Art. 20 GDPR;

Where we process your data on the basis of legitimate interests (Art. 6 (1) lit. f GDPR), you further have the right to object, on grounds relating to your particular situation, at any time to the processing of your personal data (Art. 21 GDPR).

To exercise your rights, or in case of any questions concerning the processing of your personal data, please address your request or complaint to the contact details provided under section 1 of this privacy notice. You also have the right to lodge a complaint with a data protection supervisory authority.