



Taxation of work phones

Solemn declaration

concerning the work-related use of Aarhus University's work mobile phone
(including small handheld devices such as PDAs, smartphones etc.)

Civil reg. no.	
Name	
Unit	
Aarhus University mobile phone	

I solemnly declare that I will use the work mobile phone issued to me by Aarhus University exclusively for work-related use, with occasional private calls to and from the phone etc., however, being permitted.

In the event of any use of the work mobile phone in contravention of this solemn declaration, a tax liability will be incurred in accordance with applicable tax legislation.

I am aware that Aarhus University will obtain information about outgoing and incoming calls in order to check that my use of the work mobile phone does not contravene this declaration.

All processing of data will comply with the provisions set out in the Danish Act on Processing of Personal Data (*Persondataloven*).

Date	Employee's signature
Date	Manager's signature

The solemn declaration must be sent to the main academic area's administrative centre (HR). Employees at the AU Administration must send the declaration to the HR department at the Arts Administrative Centre.