

Information on the processing of personal data of service providers, interested parties, participants in events, scientists, and other external parties in accordance with Article 13 GDPR

We process your data in accordance with the EU General Data Protection Regulation (GDPR). Here we inform you how we process your data in accordance with Art. 12, Art. 13 and Art. 21 GDPR.

1. Who is the data controller? (Art. 13 para. 1 (a), (b) GDPR)

The data controller is:

German Institute for interdisciplinary Social Policy Research (DIFIS)

c/o Institut Arbeit und Qualifikation
Universität Duisburg-Essen
47057 Duisburg

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Contact for questions about data protection
at DIFIS:

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2. For what purposes and on what legal basis do we process your personal data? (Art. 13 para. 1 (c), (d) and 2 (f) GDPR)

DIFIS

We only process data that we have received from you directly during such enquiries or from general communication, e.g. for drawing up and performing contracts. The legal basis is Art. 6 para. 1(b) GDPR. If we have received consent from you to do so (pursuant to Art. 6 para. 1(a)), we process your data for the purposes of providing information and advice on services and activities and for organizing and conducting events. We also use your data for the internal analysis of our event, publication and information offerings. This is done on the basis of a legitimate interest of DIFIS (pursuant to Art. 6 para. 1 (f) GDPR), as it needs these analyses to evaluate the extent to which it achieves its project objectives.

The organization of events also includes taking photographs and making film and sound recordings at analogue and digital events and using them for DIFIS's public relations work. This means that the photos and recordings are published in various media such as social media, on the DIFIS website as well as in press releases, newsletters and brochures and passed on to the press. This is done on the basis of DIFIS's legitimate interest. The legitimate interest in the photos and film and sound recordings arises from DIFIS's public relations work and the documentation and illustration of its activities (pursuant to Art. 6 para. 1(f) GDPR).

Which of your personal data we process during an online workshop or online meeting (hereinafter "online meeting(s)") depends on the data that you disclose during participation in an online meeting and the technical functions that you activate or use during the meeting. This includes data that we receive from you via the camera, microphone or chat function of the app. In this context, your personal data are processed for the purpose of conducting the online meeting and on the basis of our legitimate interest (pursuant to Art. 6 para. 1(f) GDPR).

Although it is technically possible to record online meetings, we will only do so in exceptional cases and never without your prior consent. If this happens, your personal data will be processed on the basis of your consent pursuant to Art. 6 para. 1 (a) GDPR.

In order to fulfil legal obligations, we may or must, if necessary, process your data and pass it on to third parties (pursuant to Art. 6 para. 1(c)). We do not use your data for automated decision-making or profiling in any way whatsoever.

In the following paragraphs, we detail Zoom which we use to conduct online meetings.

Zoom

Purpose and scope of the processing of personal data:

We use the tool Zoom to conduct online meetings.

Zoom is a service provided by Zoom Video Communications, Inc. which is based in the USA.

Detailed information on the collection, processing and transfer of personal data can be found in the privacy section of the Zoom homepage.

We use the Zoom licence of the University of Duisburg-Essen or the University of Bremen for our online meetings. You can find the relevant data protection declaration of the University of Duisburg-Essen in German on the homepage of the Centre for Information and Media Services and of the University of Bremen on the homepage of the Media Office.

Some of the data processed and stored when Zoom is being used depend on your usage behaviour, other data are mandatory.

- Details of participants: Phone number (optional), anonymous email address, profile picture (optional), department (optional).
- Meeting metadata: Topic, description (optional), participant IP addresses, device/hardware information.
- Content data: Audio, video and text data in chats, shared documents.
- When dialling in by phone: Incoming and outgoing phone number information, country name, start and end time. If necessary, further connection data such as the IP address of the device can be stored.
- Text, audio and video data: During an online meeting you may have the opportunity to use the chat, question or survey functions. If you do so, the text entries you make are processed in order to display them in the online meeting and, if necessary, to record them. In order to enable the display of video and the playback of audio, data from the microphone of your device and from any video camera of the device are processed accordingly during the meeting. You can turn off the camera or mute the microphone at any time in the Zoom apps.

We use Zoom to conduct online meetings. If we intend to record online meetings, we will clearly inform you in advance and – if necessary – ask for your consent. In addition, if recording is taking place, the Zoom app will indicate this.

If it is necessary for the purposes of logging the results of an online meeting, we will log the chat content.

If you are registered as a user with Zoom, then reports of online meetings (meeting metadata, telephone dial-in data, questions and answers in webinars, survey function in webinars) may be stored by Zoom for up to one month.

Recipients of personal data

The personal data collected will be passed on to the following internal and external bodies as part of the technical realization of online meetings.

Internally: System administrators of the Centre for Information and Media Services (ZIM).

Externally: Zoom Video Communications, Inc. and their order processors.

Any transfer of personal data to Zoom and its associated processing outside the EU is regulated by contract and thus complies with data protection standards. Within the framework of the contractual relationship, Zoom undertakes as a processor to process the data only for the specified purposes and not in its own interest. The certification of the contractual partner Zoom Video Communications, Inc. under the EU-US Privacy Shield and the standard contractual clauses ensure that the rights of the data subjects are protected and legitimize the data transfer to a third country.

3. Who receives your personal data? (Art. 13 para. 1 (e), (f) GDPR)

As a matter of principle, we do not pass on personal data to third parties unless you have given your consent (see above) or there are legitimate interests involved (Art. 6 Para. 1 (f) GDPR). Furthermore, in the context of contract processing, your data may be passed on to external service providers who are contractually obligated to handle your data in accordance with the GDPR (e.g. Art. 28 GDPR). We may use photos, films and sound recordings on websites, in print media, in online products and in social media. Photo, film and sound material may be passed on to third parties (external service providers) for this purpose. Transferring such material to third parties takes place after careful scrutiny and as part of DIFIS's public relations work.

We process your data as DIFIS in Germany; this does not generally apply to the tools used in the context of online meetings (see above) and public relations work in social media. The processing of data outside the EU here complies with GDPR standards. In these cases, the rights listed in Section 5 must be asserted with the respective third-party provider because DIFIS has no influence on the storage and deletion of data they hold.

4. How long are data stored? (Art. 13 para. 2 (a) GDPR)

As a matter of principle, we only store your data for as long as is legally required. We store data that we process on the basis of your consent until you revoke it. We store data that we process on the basis of a legitimate interest for as long as the legitimate interest exists.

5. Which rights and obligations do you have? (Art. 13 para. 2 (b), (c), (d), (e) GDPR)

All data subjects have the following rights:

According to Art. 15 GDPR, you have the right of access. This means that you can request confirmation from us as to whether your personal data are being processed by us. According to Art. 16 of the GDPR, you have the right to rectification. This means that you can demand that we correct inaccuracies in your personal data.

According to Art. 17 GDPR, you have the right to erasure ("right to be forgotten"). This means that you can demand that we delete your personal data without delay – unless we are not allowed to delete your data because, for example, we have to comply with statutory obligations.

According to Art. 18 GDPR, you have the right to restriction of processing. This means that we are no longer allowed to process your personal data – apart from storing it.

According to Art. 20 GDPR, you have the right to data portability. This means you have the right to receive your personal data that you provided to us in a structured, commonly used and machine-readable format and to transfer this data to another controller.

In accordance with Art. 7 Para. 3 GDPR, you have the right to withdraw your consent at any time.

Pursuant to Art. 77 GDPR, you have the right to lodge a complaint with the relevant supervisory authority. As a rule, you can contact the supervisory authority of your usual place of residence or workplace or the University of Duisburg-Essen for this purpose (see contact details for the data protection officers).

Information about your right to object in accordance with Art. 21 of the General Data Protection Regulation (GDPR)

If you have given us consent to process your personal data by making a declaration to this effect, you can revoke your consent at any time. You have the right to object at any time, on grounds relating to your particular situation, to the processing of your personal data on the basis of Article 6 para 1 (f) of the GDPR (data processing on the basis of legitimate interests).

The revocation or objection can be lodged without any formalities. However, for reasons of proof, we would like to ask you to send us a written revocation or objection by letter or e-mail addressed to the data controller or data protection officers mentioned at the beginning of this information sheet.

If you object, we will no longer process your personal data and delete them unless we can demonstrate compelling legitimate grounds for their continued processing which override your interests, rights and freedoms, or the processing serves to assert, exercise or defend legal claims.