



# Data Protection Declaration for an academic appointment procedure for university professors under § 98 UG

Protecting and securing data are important matters at TU Wien. Personal data are processed in strict compliance with the principles and requirements laid down in GPDR<sup>1</sup> and DSGVO<sup>2</sup>. TU Wien only processes those data required for the purposes intended and at all times endeavours to ensure the security and accuracy of the data.

## Controller:

Rectorate of TU Wien

Karlsplatz 13

1040 Vienna

## Data protection officer:

Mag. Christina Thirsfeld

Technische Universität Wien

Karlsplatz 13/018, 1040 Vienna

[datenschutz@tuwien.ac.at](mailto:datenschutz@tuwien.ac.at)

## The following data are processed

- academic title
- name
- date of birth
- email
- address
- telephone number
- data on school and university degrees
- professional career
- faculty membership
- institute affiliation
- health data, provided you have indicated this on your own initiative and voluntarily

<sup>1</sup> General Data Protection Regulation

<sup>2</sup> Austrian Data Protection Act

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## Sensitive data

Applicants are not asked to divulge data about racial and ethnic origin, political opinions, religious or philosophical convictions, membership in a trade union, health or sexuality. Where applicants may voluntarily and on their own initiative provide sensitive data, such data may be stored and processed for purposes of processing the application.

**The data will be obtained from you directly.**

**The purpose** of this data processing is the conduct of an academic appointment procedure for university professors within the meaning of § 98 of the Universities Act 2002 (UG).

**The legal basis** of processing this data is Article 6, par 1 (e) of GDPR in conjunction with § 98 of the UG. Further regulations are found in the statutes of TU Wien in part 1: academic appointment procedures under § 98 UG.

## Categories of recipients of the personal data

Your personal data are forwarded on the basis of statutory regulations or a contractual agreement to the following recipients:

### Data of Members of the Committee

- the Senate as per § 25 (1) 9. UG
- the Committee on Equal Treatment as per § 42 UG
- the Arbitration Commission in case of an objection under § 43 UG
- publication in the University Gazette of TU Wien
- the Dean according to the statutes of TU Wien in part 1: academic appointment procedures under § 98 UG

### Data of the Experts

- the Rector according to § 23 UG
- the Senate as per § 25 (1) 9. UG
- the particular Professors of the university department as per § 98 (3) UG
- the Appointment Committee as per § 98 (4) UG
- the Dean according to the statutes of TU Wien in part 1: academic appointment procedures under § 98 UG

### Data of the Applicants

- the Committee on Equal Treatment as per § 42 UG
- the Arbitration Commission in case of an objection under § 98 (9) UG
- the Appointment Committee as per § 98 (4) UG
- the Rector according to § 23 UG
- the Experts as per § 98 (5) UG
- the Works Council as per § 42 (7) UG
- the Dean according to the statutes of TU Wien in part 1: academic appointment procedures under § 98 UG





## The duration of data storage is

The final report of the Commission to the Rector (including the advertisement of the position to be filled, the report of the Exploratory Committee, any comments of the Committee on Equal Treatment, any statements of the Works Council, the minutes of meetings, the schedule of the appeal and hearing presentations, the expert opinions, the Application documents of the best three applicants (so-called "3 proposal/short list"), the rejection letter, the status reports of the Appeals Commission and any appeals) is permanently stored in the archives of TU Wien.

The application documents of applicants who are not among the top three applicants (" 3 proposal/short list"), will be erased seven months after the signing of the service contract with of the selected university professor.

All other stored personal data necessary for the appeal procedure are deleted after the advertised position has been filled.

## Data processing for purposes of management and system security

For the security of processed data, generally accepted technological security standards are applied to protect such data against misuse, loss and forgery. In addition, only the recipients identified above who are directly involved in a specific academic appointment procedure, have authorised access to the applicant data. Those recipients ensure in connection with the purpose of use that the confidentiality of the applicant data is protected.

As the **data subject** affected by the processing of these data, you have the following rights vis-à-vis TU Wien:

- the right to information;
- the right to rectification;
- the right to erasure;
- the right to restriction of processing of your data;
- the right to data portability;
- the right to object;

As the **data subject**, you also have the right to complain to the Data Protection Authority concerning any alleged inadmissible data processing or our failure to fulfil our obligations arising from GDPR.

27.08.2020

