



Data Protection Declaration for an academic appointment procedure for university professors under sec 98 University Act

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 GPDR¹ and DSGVO². 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
TU Wien
Karlsplatz 13/018
1040 Vienna
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

Sensitive data:

Applicants are not asked to divulge data about racial and ethnic origin, political opinions, religious or philosophical convictions, membership in a trades 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.

¹ General Data Protection Regulation

² Austrian Data Protection Act



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

The legal basis of processing this data is sec 6, par 1 (e) of GDPR in conjunction with sec 98 of the Austrian University Act (UG). Further regulations are found in the statutes of TU Wien in part 1: academic appointment procedures under sec 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 sec 25, par 1, numeral 9 UG
- the Committee on Equal Treatment as per sec 42 UG
- the Arbitration Commission in case of an objection under sec 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 sec 98 UG

Data of the Experts

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

Data of the Applicants

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

The duration of data storage is:

The data of applicants who are not among the best three applicants (so-called „short list“) are erased seven months after the signing of the employment contract with the university professor selected.

The data of the best three applicants (so-called „short list“) are included in the appointment file and kept in the TU Wien archives.

The data of the committee members are erased immediately after the final session.

The data of the experts are erased immediately after the end of their activities.



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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.