Data protection information TU Wien Research Data

Data protection and ensuring it are important concerns at TU Wien. The processing of personal data occurs in strict compliance with the principles and requirements set forth in GDPR[1] and the Austrian Data Protection Act, DSG[2]. TU Wien processes only data required to achieve the purposes sought and endeavours at all times to guarantee 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

Purpose of data processing

TU Wien Research Data is an institutional repository of TU Wien that enables the storage, joint use, and publication of digital objects, in particular of research data, for all members of TU Wien, including students at TU Wien. TU Wien Research Data supports the requirements of funders that research data is publicly accessible and is made available in accordance with the FAIR principles (findable, accessible, interoperable, and reusable). TU Wien Research Data is based on the software InvenioRDM (https://inveniosoftware.org/products/rdm/) which is an Open Source project based in CERN. All development is conducted publicly on GitHub.

Login is possible for members of TU Wien via their TU Wien account (single sign-on). Other users can log in with their identity provider if available but will not be automatically granted permission to upload content.

We collect personal data directly from you and the authentication service.

Legal basis of data processing

Legal basis of this data processing is Article 6 par 1 (e) GDPR (performance of a task in the public interest) read together with Article 3 of the University Act (UG) and/or the Research Organisation Act (FOG). For the use of technical cookies and log files Article 6 par 1 (f) GDPR (legitimate interests) is the legal basis.

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[1] General Data Protection Regulation (GDPR)
[2] Datenschutzgesetz (DSG)

The following personal data is processed:

- User accounts:
    - First and last name
    - Email address
    - Affiliations
    - Username
    - Preferences for system behaviour
- Identifiers used across authentication services
- Affiliations with/membership in research facilities and function (students, employees, etc.)
- Functions allocated to the user with which authorisations are administered in TU Wien Research Data (e.g. admin functions)
- IP addresses
- Generated access tokens

In order to ensure the system's functionality works as expected, user accounts are linked to:

- Records that they own
- Groups that they are part of (i.e. roles that they are assigned)
- Communities they are member of
- Requests in the system that concern them (because they are a recipient or sender)
- Sets of permissions that they have
- Their identifiers used in authentication services

The metadata of records created in the system is user input and may contain personal information such as names, organizational affiliations, and ORCID IDs of creators and/or contributors of the record.

Files uploaded to the system by users are not scanned for personal information. They are deposited in a storage system provided by TU.it at TU Wien and made available for download to third parties under the conditions specified by the user.

IP addresses are stored temporarily (up to 30 days) in the system, in order to keep login sessions alive.

Forwarding personal data to third parties

In order to mint digital object identifiers (DOIs) for the created records, we actively forward their metadata (which is user input) to DataCite, a central metadata registry and provider of DOIs. DataCite is a nonprofit organization based in Germany. Furthermore, we provide multiple endpoints that publicly expose metadata of records that have been published with a metadata visibility setting of "public". As an example, we provide an OAI-PMH endpoint where the metadata for all stored public records can be harvested by external services, such as OpenAIRE.

Cookies

When using TU Wien Research Data, cookies are deployed. This refers to small text files deposited on your device with the aid of your browser. No damage is done by this. We use cookies to make our programme user-friendly. Some cookies remain stored on your device until you delete them. They make it possible for us to recognise your login the next time you visit.

Concretely speaking, session cookies as well as CSRF tokens are used. Since this is a question of technical cookies, data processing by TU Wien occurs on the basis of Article 6 par 1 (f) GDPR (legitimate interests, see above).

Retention period

We store your personal data for the use of user accounts or within the terms of the data processing operations listed above basically only for the duration of the service made available, unless a longer retention period is mandated by statutory regulations.

Log files

Every time you access our service, our system automatically collects data and information from the computer system of the calling computer. The following data is collected:

- The IP address of the requesting computer
- The date and time of access
- The name and URL of the file retrieved
- The quantity of data transmitted
- A report on whether the request was successful
- Identification data of the accessing browser and operating system
- The internet site which accesses our service

The log files contain IP addresses and other data that can be associated with a user. For example, this might be the case if any of the URLs associated with the access of the service contain personal data.

The data is also stored in the log files of our system. These data are not stored together with other personal data of the user. The statutory basis for the temporary storage of data and log files is Article 6 par 1 (f) GDPR (legitimate interests, see above). The data is stored in log files in order to ensure the functionality of the service. Additionally, the data can be utilized to generate non-personalized access statistics, which may be supplemented with geographic information. This helps us gain a deeper understanding of access patterns for scientific purposes, enabling us to analyze trends and improve system performance. No individual can be identified from this data. There is no evaluation of the data for marketing purposes in this context. These purposes also include our legitimate interests in processing data in accordance with Article 6 par 1 (f) GDPR.

The data are erased as soon as they are no longer required for the purpose of their collection. This is done after one year at the latest. Collecting data in order to make the service available is essential for the operation of the service. The user is therefore not able to object.

Your rights in connection with personal data

As **data subject** of such data processing, you have the following rights in relation to TU Wien:

- Right to information
- Right to rectification
- Right to erasure
- Right to restriction of processing of your data
- Right to data portability
- Right to object

Moreover, as data subject you have the right to complain to the data protection authority about any allegedly inadmissible data processing or about any failure on our part to fulfil our obligations under GDPR.

Data protection code of conduct

We abide by the GEANT Data Protection Code of Conduct V1 (http://www.geant.net/uri/dataprotection-code-of-conduct/v1).

Contact

Should you have any questions or further concerns about the processing of your data, please contact the Repository Team of TU Wien Research Data by e-mail: tudata@tuwien.ac.at.

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