



# Data Protection Information: repositUm

Data protection and ensuring it are important concerns at TU Wien. Personal data are processed in strict compliance with the principles and requirements set forth in the GDPR<sup>1</sup> and the Austrian Data Protection Act, DSG<sup>2</sup>. TU Wien only processes those data required for the purposes intended and at all times endeavours to guarantee the security and accuracy of the data.

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<sup>1</sup> Datenschutz-Grundverordnung

<sup>2</sup> Datenschutzgesetz

# 1 Controller

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## 2 Data protection officer

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## 3 Contact Campus Software Development

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## 4 Purpose of data processing

repositUM is TU Wien's publication database and institutional repository, and is used as such to store, use and publish publications and grey literature (working papers, reports, lectures, preprints, university documents, etc.) by members of TU Wien, including students. The entries may be made in the form of a (meta data) verification of the research output or by adding a freely accessible full text in the form of an open access publication. repositUM ensures long-term access to these full texts, facilitates their retrievability in international portals and fulfils the FAIR principles (findable, accessible, interoperable and reusable) of institutional repositories. The intellectual capital report for the Federal Ministry of Science, Research and Economy is produced on the basis of the information entered in repositUM.

repositUM itself is based on version 5.10 of the DSpace-CRIS open-source system. Members of TU Wien are exclusively able to login to this system using the single sign-on (SSO) TUaccount.

repositUM provides external users with a freely accessible research resource for scientific documents published by TU Wien and provides access to enable them to download documents made available by rights holders.



## 5 Legal basis for data processing

The data processing systems for using reposiTUm are based on Article 6 par 1 (e) GDPR in conjunction with

- Research Organisation Act (FOG),
- § 5 (8) no 3.B.1-2 of the Intellectual Capital Report Regulation (“Key indicators”) (Wissensbilanz-Verordnung 2016),
- § 7 Federal Act concerning the Protection of Personal Data (DSG) (“Processing for archiving purposes, scientific or historic research purposes in the public interest or for statistical purposes”) and
- § 3 University Act (UG) (“Duties”).

## 6 Category of recipients of the personal data

### 6.1 Storage of data when accessing reposiTUm (recording of log files and cookies)

Each time it is opened, reposiTUm automatically collects data and information from the computer system of the requesting computer. The following data is collected or recorded:

- Date and time of access
- IP address of the requesting computer
- Technical event

The following information is also recorded from people who are also included in the review process for the entries:

- Workflow steps

The access information collected in this way is used to analyse how users use reposiTUm. In addition, the data is aggregated to generate usage reports.

We also use cookies. Cookies are small text files which are sent by our web server to a user’s browser when they visit our websites and are stored on their computer for later retrieval. Cookies contain a sequence of characters which enable the browser to be identified uniquely if it is used to open the website again. We only use session cookies (also known as temporary cookies), in other words cookies which are exclusively saved to your cache for the period during which you use reposiTUm. The following cookies are set:

- Session cookie (JSESSIONID)
- Login cookie (\_shibsession\_7a69...)
- Language cookie

The aim of using these technically necessary cookies is to simplify the use of websites for users. Some functions on our website may not be available unless cookies are used. For these functions it is required that the browser is recognised even after it has moved to a different site.



## 6.2 Storage of personal data for publications

If a publication is entered, information about the authors, publishers and other people involved (curators, assistants and supervisors) will be collected and presented in the form of a research profile. The following information will be saved:

- Name
- Alternative name
- Personal identifier: ORCID iD, Wikidata, Web of Science ResearcherID, Scopus ID, GND, VIAF
- Role: staff, ex-staff, external, student

The following additional information will be saved from members of TU Wien:

- Title
- Email address (can only be viewed in the system by personnel with an admin function)
- TISS ID (can only be viewed in the system by personnel with an admin function)
- Organisation unit membership

The following additional information will be saved for external individuals:

- Institution membership, including relevant identifiers

Unless stated otherwise, the information listed in 6.2 is publicly available.

## 6.3 Other personal data saved in reposiTUm includes the following:

If they login using SSO, personnel can also save the following information in reposiTUm:

- Language preference for the interface
- Subscriptions (publications and statistics)

# 7 Security measures to protect the data saved in reposiTUm

The processed personal data is protected from manipulation, loss or abuse by means of extensive technical and organisational measures, which are reviewed on a regular basis and updated to ensure that they are state-of-the-art.

Users' personal data is saved and processed within TU Wien. Meta data relevant to publications, including personal data (name, ORCID iD and institution name including identifier) can be accessed publicly using the OAI-PMH interface (for example OpenAIRE).



## 8 Categories of recipients of personal data

Data providers/data aggregators:

- Datacite: Names, personal identifiers and institution membership are supplied to the registration body for the registration of DOIs
- Search engines: names, personal identifiers and institution membership are placed in the public domain by the OAI-PMH open access interface and may be collected by search portals such as [Google Scholar](#), [BASE](#), [OpenAIRE](#), [Unpaywall](#), etc. Depending on the mapping profile used, all or a selection of the above fields (for example name only) may be used by these search engines.
- Furthermore, reposiTUm reserves the right to actively supply other knowledge databases in the future. Examples of these include Wikidata and ORCID. In this respect, personal data will also be limited to names, personal identifiers and institution membership.

## 9 Retention period for storage

We generally only store your personal data for the duration of the provided service unless a longer retention period is required by law.

## 10 Your rights in connection with personal data

As data subject of such data processing, you have the following rights in relation to 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

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 the GDPR.

22<sup>nd</sup> November 2022

