



Data protection information for the project „Teamwork advanced – braucht es Homeoffice neu?“

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 GDPR¹ and DSG². 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.

Data protection officer:

Mag.^a Christina Thirsfeld

Technische Universität Wien

Karlsplatz 13/018, 1040 Vienna

datenschutz@tuwien.ac.at

Data Processing within the Research Project:

The project "Teamwork advanced – braucht es Homeoffice neu?" aims to reflect on and improve the current home office practices at TU Wien.

During the evaluation, no direct conclusions can be drawn about your person. To ensure that no direct conclusions can be made, we have commissioned an external trustee to safeguard the "key" between identifiers and email addresses. The trustee is Breiteneder Rechtsanwalt GmbH, Walfischgasse 5, 1010 Vienna, which will create an identifier for the quasi-anonymization of the data. The trustee will never have access to the questionnaire data. This ensures that no one has simultaneous access to both the identifying information and the survey data, thus preventing conclusions about the identity of the participants.

The data processing proceeds as follows:

- Personal system data (email address, leadership position, weekly hours, extent of home office, flexitime, length of employment, time limit, assignment to academic or general staff) are quasi-anonymized by an external trustee. This trustee replaces identifying data with an anonymous identifier.
- Additional data is collected using questionnaires,
- which are stored quasi-anonymously,
- and are evaluated in an anonymized, aggregated form (summarized) for research purposes.
- By filling in free text fields in the survey, identification of participants by the researchers may become possible.

The following data is processed during this data processing:

We process your **personal data**, which falls under the following data categories:

¹ General Data Protection Regulation.

² Austrian Data Protection Act (Datenschutzgesetz).



- Contact details (email address)
- Sociodemographic information about participants (e.g. age, gender, education)
- Questions about professional experiences, attitudes, and behaviors
- Questions about well-being (e.g., job satisfaction)

Purpose of data processing

This data is processed on the basis of participation in the **project “Teamwork advanced – braucht es Homeoffice neu?”** for the **purpose of scientific research, team development and strategy development at TU Wien.**

Legal basis of the data processing

This use of personal data is based on Art. 6(1) lit. b GDPR (fulfilment of a contractual obligation under the employment contract)

Duration and details of data storage

The contact data collected will be deleted immediately after the delivery of the last survey. The collected data will be used in quasi-anonymized form for scientific and teaching purposes. By filling in free text fields in the survey, identification of participants by the researchers may become possible.

Data and research results will be published completely anonymously. To promote transparency in scientific research, fully anonymized data may be stored in online data repositories.

Your rights in connection with personal data

In accordance with Art. 21 GDPR, you may object to the processing of your data on grounds relating to your particular situation. An objection will only result in the omission of the processing of your data if the exercise of these rights is not likely to render impossible or seriously impair the achievement of the research purpose (Section 2d (6) FOG). To do so, please contact: linda.doerrzapf@tuwien.ac.at

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;

If you believe that the processing of your data violates data protection law or that your data protection rights have otherwise been violated in any way, you may lodge a complaint with the Austrian data protection authority.

If you have any further questions or concerns regarding the processing of your data, please contact:





TECHNISCHE
UNIVERSITÄT
WIEN

Research Director:

Technical contact person at TU Wien:

Mag. Dr. Martina Hartner-Tiefenthaler

Institute for Management Sciences

E-mail: martina.hartner-tiefenthaler@tuwien.ac.at

Phone: (+43 1) 58801-33073

Data protection officer TU Wien:

Mag. Christina Thirsfeld

Technische Universität Wien

Karlsplatz 13/018, 1040 Vienna

datenschutz@tuwien.ac.at

Data protection authority:

The supervisory authority is the Austrian Data Protection Authority (DSB), Barichgasse 40-42, 1030 Vienna

Phone: +43 1 52 152-0

E-mail: dsb@dsb.gv.at

12.06.2024

