

## Data Protection Information for the Initialisation and Development Phase of the National Research Data Infrastructure (NFDI)

We, the Deutsche Forschungsgemeinschaft e.V. (DFG, German Research Foundation), take the protection of personal data and its confidential treatment very seriously. We therefore provide you with this information regarding the processing of your personal data and your privacy rights in the context of planning and implementing the initialisation and development phase of the NFDI. Your personal data will be processed only in accordance with applicable data protection law, in particular the General Data Protection Regulation (hereinafter “GDPR”, in German *Datenschutz-Grundverordnung*) and the Federal Data Protection Act (“BDSG”, in German *Bundesdatenschutzgesetz*).

### **I. Who is the controller and who is the data protection officer?**

#### **1. The controller for your personal data is:**

Deutsche Forschungsgemeinschaft e.V. (DFG)  
Kennedyallee 40  
53175 Bonn  
Germany  
Contact: [postmaster@dfg.de](mailto:postmaster@dfg.de)

#### **2. Our data protection officer can be contacted at:**

Dr. Gregor Scheja  
Scheja und Partner Rechtsanwälte mbB  
Adenauerallee 136  
53113 Bonn  
Germany  
Telephone: (+49) 0228-227 226 0  
Encrypted contact form: <https://www.scheja-partner.de/kontakt/kontakt.html>  
[www.scheja-partner.de](http://www.scheja-partner.de)

### **II. What is the subject of data protection?**

The subject of data protection is personal data. This means any and all information relating to an identified or identifiable natural person (data subject). It includes information such as name, postal address, e-mail address, and telephone number.

### **III. Which of my personal data will be processed?**

For the extended abstracts submitted for the initialisation and development phase of the NFDI, we only process the personal data necessary to prepare and implement the NFDI conference and the further planning of the NFDI funding programme. Such data may include:

If you are the lead representative of a (planned) consortium:

- Your contact details, including your name, address, e-mail address, and telephone number
- Institutional affiliation data

If you are a partner for the purposes of the extended abstract:

- Your contact details, including your name
- Institutional affiliation data

### **IV. What is the purpose of the processing of my personal data and what is the legal basis for it?**

Here is an overview of the purposes and legal basis of the processing of your personal data:

#### **1. Data processing for the purpose of planning and implementing the initialisation and development phase of the NFDI**

We process your personal data to plan and implement the initialisation and development phase of the NFDI. The main purposes are:

- Administration, preparation, and organisation of the NFDI conference
- Compilation of information for participants of the NFDI conference
- Use of basic data for further organisational planning of the NFDI funding programme

Data will be processed in accordance with Art. 6 (1) (b) GDPR based on your contract with your institution.

Data will be deleted if no longer required for the purposes of planning and implementing the initialisation and development phase of the NFDI, unless other legal provisions, such as statutory or contractual retention periods, intervene.

## **2. Fulfilment of legal obligations**

We may also process your personal data in order to comply with legal obligations, such as those arising from commercial, tax, financial, or criminal law. The purposes of processing arise from the respective legal obligation. As a rule, such processing will be carried out in order to comply with statutory monitoring and disclosure obligations.

Data will be processed in accordance with Art. 6 (1) (b) GDPR.

Data will be deleted when the legal obligation no longer applies, unless other legal provisions, such as statutory or contractual retention periods, intervene.

## **V. Will my personal data also be collected from third parties?**

We mainly process the personal data that we receive directly from you in the context of the NFDI conference if you are the lead representative of a (planned) consortium or a partner for the purposes of the extended abstract. In some cases, we may also obtain your personal data from third parties, for example:

- From the submitting institution or potential project participants of the planned NFDI consortium
- From other NFDI conference participants submitting an extended abstract

If necessary, we will inform you about this separately.

## **VI. Is there automated decision-making or profiling?**

We do not use automated decision-making or profiling under Art. 22 GDPR.

## **VII. Am I required to provide my personal data?**

If you submit an extended abstract for a (planned) consortium, you must provide the personal data that are necessary for the preparation and organisation of the NFDI conference and the further planning of the NFDI funding programme, or that we are legally required to process. Your extended abstract cannot be processed without such data.

## **VIII. Who has access to my personal data and who receives them?**

Within the DFG, your personal data can only be accessed by those departments and their employees that require such access to fulfil their functions and responsibilities. These are the executive staff, programme directors, programme officers, and assistants from all DFG departments who are members of or support the NFDI project team.

We share your personal data with external recipients only if legally justified or with your consent. External recipients may include:

- Processors: service providers that we use to provide HR services or that are entrusted with the maintenance of our IT systems. Such processors are carefully selected and regularly reviewed by us to ensure that your personal information is in good hands. The service providers may process your personal data only for the purposes specified by us.
- Public institutions: governmental authorities and institutions, such as public prosecutors' offices, courts, or fiscal authorities, with whom we may have to share personal data in individual cases.
- Members of the NFDI Expert Committee and other DFG bodies involved with the NFDI.

## **IX. Will my personal data be shared with third countries?**

As part of the preparation and organisation of the NFDI conference, your personal data may be shared with members of the NFDI Expert Committee whose office or place of data processing is not located in a member state of the European Union or in another state party to the Agreement on the European Economic Area. Before such sharing occurs, we ensure – other than in exceptional cases permitted by law – that the recipient has an adequate level of data protection in place (e.g. by way of an adequacy decision of the European Commission, of suitable guarantees such as a certification of the recipient according to the EU-U.S. Privacy Shield,<sup>1</sup> or of the agreement of EU standard data protection clauses of the European Commission with the recipient) or that you have given your express consent.

## **X. How long will my personal data be stored?**

For the duration of storage of your personal data, please refer to the relevant provisions on data processing in Section IV.

## **XI. What are my rights as a data subject?**

You have the following rights regarding the processing of your personal data:

### **1. Right of access**

You have the right to obtain confirmation from us as to whether or not we are processing personal data concerning you. Where that is the case, you have the right to information about your personal data and to further information regarding the processing.

### **2. Right to rectification**

You have the right to obtain the rectification of inaccurate personal data concerning you and to have incomplete personal data completed.

### **3. Right to erasure (“right to be forgotten”)**

Under certain circumstances, you have the right to obtain the erasure of personal data concerning you. This right applies, for example, if the personal data are no longer necessary in relation to the purposes for which they were collected or otherwise processed, or if the personal data have been unlawfully processed.

### **4. Right to restriction of processing**

Under certain circumstances you have the right to obtain from us restriction of processing of your personal data. In this case, we store only personal data for which you have given your consent or for which the GDPR permits processing. For example, you may have a right to restriction of processing if you have contested the accuracy of your personal data.

### **5. Right to data portability**

If you have provided us with personal data on the basis of a contract, you can demand, if the legal requirements are met, that you receive the personal data provided by you in a structured, commonly used, and machine-readable format, or that we transmit those data to another controller.

### **6. Right to withdraw consent**

If you have given us your consent to process your personal data, you may withdraw it at any time with effect for the future. The lawfulness of the processing of your personal data prior to withdrawal remains unaffected.

### **7. Right to object to processing on the basis of “legitimate interest”**

You have the right, for reasons arising from your particular situation, to object at any time to the processing of personal data concerning you on the basis of Art. 6 (1) (f) GDPR (data processing based on a weighing of interests). If you lodge an objection, we will no longer process your personal data, unless we can prove compelling, protection-worthy reasons for processing that override your interests, rights, and freedoms, or the processing serves to assert, exercise, or defend legal rights.

### **8. Right to lodge a complaint with a supervisory authority**

In addition, you have the right to lodge a complaint with the competent supervisory authority if you believe that the processing of your personal data infringes applicable law. To do so, you may contact

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<sup>1</sup> More information on the EU–U.S. Privacy Shield can be found at <https://www.privacyshield.gov>.

the data protection authority responsible for your place of residence, place of work, or the location of an alleged infringement, or the data protection authority responsible for us. The competent authority is the one responsible for the state where you live, work, or allege an infringement to have occurred that is subject of the complaint.

**XII. Whom can I contact with questions or to assert my rights as a data subject?**

If you have any questions regarding the processing of your personal data or the assertion of your rights under Section XI, 1 to 8, you can contact us free of charge. Please use our contact information under Section I. 1. To withdraw your consent, you can also always choose the contact method that you used when submitting your declaration of consent.

[As of: 15 March 2019]