

## Information Sheet pursuant to Art. 13 General Data Protection Regulation (Regulation (EU) 2016/679)

The following information is required from you pursuant to Art. 13 of the General Data Protection Regulation (DSGVO, Regulation (EU) 2016/679) upon collection of the personal data to be communicated:

- **Regarding Art. 13 Section 1 lit. a) and b):**

Responsible for the collection and processing of the personal data is Georg-August-Universität Göttingen Stiftung öffentlichen Rechts (ohne Universitätsmedizin), Wilhelmsplatz 1, 37073 Göttingen, represented by its president [referred to as University of Göttingen]. Specific processing unit is the Human Resources Development Department.

Data Protection Officer of the University of Göttingen is

Prof. Dr. Andreas Wiebe, LL.M. (Virginia),  
Platz der Göttinger Sieben 6  
37073 Göttingen  
Germany  
E-Mail: [datenschutz@uni-goettingen.de](mailto:datenschutz@uni-goettingen.de).

- **Regarding Art. 13 Section 1 lit. c):**

Collection of the personal data is necessary in order to ensure the activities of the measures of the HR Development and is legally based on your informed consent pursuant to Art. 6 Section 1 Subsection 1 lit. a) DGSVO. (Legal basis)

- **Regarding Art. 13 Section 1 lit. e):**

The personal data will be processed and transmitted to the following recipients:

- The data is only used for internal purposes in the activities of HR Development and for the preparation of attendee listing and certificates of attendance. Data will not be passed on to third parties with the exception of surname, first name, title, institution and e-mail address take place.

- **Regarding Art. 13 Section 2 lit. a):**

The storage period of the data varies, the attendee listings are stored permanently in the HR Development. If requested, certificates of attendance are stored permanently in the personnel file. In any case personal data is deleted as soon as it is no longer required. Where and whenever possible, the data will be anonymized.

- **Regarding Art. 13 Section 2 lit. b):**

The data subject has a right to access to the personal data from the University of Göttingen or the HR Development Department concerning him or her and, where appropriate, a right to rectification, a right to erasure or a right to restriction of processing of such data and a right to object the processing and possibly a right to data portability.

- **Regarding Art. 13 Section 2 lit. c):**

As far as the data processing is based on your consent, you have the right to revoke the consent at any time. The data processing carried out up to then remains legal, the revocation is only valid for the future. In this case your data will be deleted immediately.

- **Regarding Art. 13 Section 2 lit. d):**

The data subject has a right of appeal to the supervisory authority (Art. 77 DSGVO).

The data protection supervisory authority responsible for the University of Göttingen is the Data Protection Commissioner of Lower Saxony

Prinzenstraße 5

30159 Hannover

Germany

E-Mail: [poststelle@lfd.niedersachsen.de](mailto:poststelle@lfd.niedersachsen.de)

- **Regarding Art. 13 Section 2 lit. e):**

The provision of the data by you is completely voluntary.

- **Regarding Art. 13 Section 3:**

If it is intended to process the personal data for a purpose other than that for which they were originally collected, University of Göttingen or the HR Development Department will make information about this other purpose and all other relevant information available to the person concerned prior to such further processing.