

Information on data protection

pursuant to Art. 13 GDPR and Art. 14 GDPR

Ladies and Gentlemen,

The protection of your personal data is important to us, which is why we would like to inform you here about the purpose for which the University collects, stores or forwards your data in relation to the University elections. This information sheet also contains information about your rights in connection with your personal data.

1. Controller of data processing

The controller of data processing as defined in Art. 4 (7) of the General Data Protection Regulation (GDPR) is

Ulm University

89069 Ulm, Germany

Phone +49 731 50-10

Fax: +49 731 50-22038

Ulm University is a public body represented by its President Prof. Dr.-Ing. Michael Weber (praesident(at)uni-ulm.de) or its Chief Financial Officer Dieter Kaufmann (kanzler(at)uni-ulm.de).

For any queries related to data protection, please contact dsb(at)uni-ulm.de or send a letter marked "Data protection" to the above address.

2. Purpose and legal basis of data processing

We process your personal data in order to conduct the University elections in compliance with the provisions of the EU General Data Protection Regulation (GDPR), the State Data Protection Act (Landesdatenschutzgesetz/LDSG) and all other relevant laws (in particular the State Higher Education Act (LHG), the University's constitution, the University's election regulations). In order to conduct the election, it is necessary to draw up a list of all eligible voters and to submit election proposals.

2.1 Ballot papers of the candidates:

For the preparation of the University elections, personal data of candidates who actively stand for election are processed. An important prerequisite for the admission of candidates to the election is their eligibility to stand for election.

The election applications form the basis for the preparation of the ballot papers within the framework of the University elections.

After the election has been successfully conducted, the votes are counted to determine the election result.

Data category:

- 1) Name of the list
- 2) Family name
- 3) First name
- 4) Faculty affiliation, if applicable University facility
- 5) If applicable, academic titles

- 6) Office address (for University employees) or private address (for students)
- 7) In case of students, their student ID number
- 8) Email address

Legal basis of the data processing

The legal basis for the processing of these data is Art. 6 para. 1 lit. e GDPR in conjunction with § 9 para. 8 S. 3 LHG in conjunction with §§ 12 ff WahlO (election regulations) of Ulm University; Art. 6 para. 1 lit. c) GDPR in conjunction with § 15 para. 1, 4 LDSG.

2.2 Eligible voters

We process the following personal data in order to draw up the register of all eligible voters in the context of the University elections.

Data category:

- 1) Family name
- 2) First name
- 3) Date of birth
- 4) kiz ID and email addresses
- 5) Membership group according to § 10 para. 1 sentence 2 no.1-5 LHG
- 6) Official, service or job title
- 7) For employees, the personnel number, amount of working time, beginning and, if applicable, end of the employment relationship
- 8) For students and doctoral candidates, their student ID number
- 9) For doctoral candidates, the information in which membership group they want to exercise their right to vote
- 10) The Faculty affiliation or affiliation to a University facility
- 11) If applicable, academic titles
- 12) If applicable, time and duration of academic leave
- 13) For membership groups according to § 10 para. 1 sentence 2 no.1 LHG if applicable co-optation / equal status
- 14) The right to vote and /or to be elected
- 15) IP address: For online elections, IP addresses of persons entitled to vote may only be analysed for the purpose of analysing and rectifying technical errors or if there is suspicion of unauthorised influence on the election result, for example by changing data or unauthorised use of access authorisations.

Legal basis

The legal basis for the processing of these data is Art. 6 para. 1 lit. e GDPR in conjunction with § 9 para. 8 LHG in conjunction with §§ 8 ff WahlO (election regulations) of Ulm University; Art. 6 para. 1 lit. c) GDPR in conjunction with § 15 para. 1, 4 LDSG and Art. 6 para.1 lit. f) GDPR.

3. Storing your data

We store the personal data of the eligible voters and the candidates only until the election is legally valid (according to § 38 WahlO of Ulm University). The data of the elected persons shall be deleted at the latest at the end of the term of office of the body for which the election proposals were submitted, provided that no other legitimate interests of the controllers for the processing conflict with such deletion.

Your data will be processed by Department I and by the Communication and Information Centre (KIZ) in the course of the University elections. Only those persons within the University have access to your data who need them for the proper conduct of the University election.

Furthermore, the following persons have access to the respective personal data:

4. Internal recipient of your data

4.1 Data of applicants

The valid election proposals with the applicants will be announced in the employing office via notice board, in the Bulletin of Ulm University and online in the Research and Teaching Network (F&L Netz) (§14 WahlO).

4.2 Data for the conduct of the ballot box election

In the ballot box election, ballot papers are issued to eligible voters. The unused ballot papers will be destroyed by the election management immediately after the election. The completed ballot papers will be destroyed as soon as the election result has been legally determined (§38 WahlO).

4.3 Election result

The election management announces the election result, as well as the names of the elected persons and the substitutes (University bulletin, announcement via notice board at the University, forwarding of the results to bodies (offices) of the University's self-administration).

5. Data transfer to third parties

5.1 Data of eligible voters

No data of eligible voters are passed on to third parties.

5.2 Data for the conduct of the online elections

In the case of online elections, the data on the ballot papers (list name, family name, first name, if applicable the title of the candidates and the office or Faculty) are passed on to the provider of the online voting system (Polyas). The election management receives the election results (counted votes per candidate) from the provider of the online voting system (Polyas).

Address, contact and data protection notice of Polyas:

Polyas GmbH (www.polyas.de)

Marie-Calm-Str. 1-5, 34131 Kassel

<https://www.polyas.de/datenschutz>

The data mentioned above are processed for Ulm University by the company Polyas. We and, on our behalf, the company Polyas take all technical and organisational security measures to protect your personal data against loss and misuse. Ulm University has concluded a contract with Polyas for commissioned processing in accordance with Art. 28 GDPR.

In the case of data transfer to service providers in so-called third countries (outside the European Union or the European Economic Area), i.e. countries whose level of data protection does not correspond to that of the European Union, the fulfilment of the requirements is guaranteed. Where this is the case and the European Commission has not issued an adequacy decision (Art. 45 GDPR) for these countries, appropriate arrangements will be made to ensure an adequate level of data protection for any data transfers. These include, among others, the standard contractual clauses of the European Union or binding internal data protection regulations.

6. Your rights as data subjects

You have the following rights to protect your personal data:

- to obtain information about your personal data (Art. 15 GDPR),
- to have inaccurate data corrected (Art. 16 GDPR),

- under certain conditions, to have personal data deleted or restrictions regarding the processing of your personal data imposed (Art. 17, 18 GDPR),
- to enter an objection against the processing of your data Art. 21 GDPR),
- to have your data transferred to another location determined by you (Art. 20 GDPR). This requires separate consent.

You are moreover entitled to contact the competent supervisory authority for data protection if you feel that your personal data are not processed lawfully. Our competent supervisory authority is the Landesbeauftragter für Datenschutz und Informationsfreiheit Baden-Württemberg (data protection and freedom of information officer of Baden-Württemberg).