

DATA PROTECTION AGREEMENT TU GRAZ FINANCE AND ACCOUNTING

1. General Information

At Graz University of Technology (**TU Graz**), protecting personal data is a top priority. All of our procedures and processes are compliant with the applicable data protection regulations. With this declaration, we accept our legal obligation to provide information, among other things, about the type, purpose and legal basis of our data processing.

2. Person Responsible

The person responsible for data processing is Graz University of Technology, Rechbauerstraße 12, 8010 Graz.

3. Categories of People and Data

Graz University of Technology processes the following personal data in connection with business cases:

Contractual parties: Academic degree, form of address, first and last name, date of birth, social security number, gender, e-mail address, telephone number, tax ID/tax authority responsible, citizenship, address in Austria and abroad, bank details, proof of residence, photo ID, license plate number.

4. Purpose and Legal Basis

We process the above-mentioned personal data provided for the purpose of processing business cases in order to fulfil the contract, to which the contracting parties are the contracting partners concerned, or on the basis of pre-contractual (§ 6 (1) b GDPR).

5. Receiving Parties

This personal data is only passed on to third parties if this is legally requirements in connection with the contract.

6. Retention Periods

To facilitate proper fulfilment of a contract: the personal data will be stored by TU Graz for as long as this is necessary to process the contract. This data is only stored beyond that if statutory retention periods apply or if storing of data is necessary for compliance with statute of limitations with regard to potential legal claims.

7. Rights of Persons Affected

The contractual parties concerned have the right to information, correction, portability, restriction of processing, objection and deletion of data. Furthermore, exercising these rights cannot lead to the dissolution of contractual or legal obligations.

For data protection concerns or to exercise your rights as a person affected, please contact datenschutz@tugraz.at. All further information on data protection at Graz University of Technology can be found at [datenschutz.tugraz.at](https://www.tugraz.at/datenschutz). Furthermore, you also have a right of appeal to the Austrian Data Protection Authority.

8. Data Protection Official

The Graz University of Technology Data Protection Official is x-tention Informationstechnologie GmbH, Römerstraße 80A, 4600 Wels, Austria.