

Privacy Policy

1. General

At Graz University of Technology (**TU Graz**), protecting your data is a top priority. All of our procedures and processes are compliant with the applicable data protection regulations. If you take part in the TU Graz event *20th International Symposium of Flavins and Flavoproteins* it is necessary to process your personal data for certain purposes. In accordance with our statutory obligations, we have prepared this statement to inform you about the nature, purpose and legal basis of our data processing activities.

2. Data Controller

The data controller is Graz University of Technology, Rechbauerstraße 12, 8010 Graz.

3. Categories of Persons and Data

TU Graz processes the following personal data in connection with the event:

1. Participants: academic title, title, first and last names, position, telephone number, e-mail address, website, organization, billing address, VAT ID number, photographs, videos, details of payments.
2. Speakers: academic title, title, first and last names, position, telephone number, e-mail address, VAT ID number, photographs, videos, details of payments.
3. Students: title, first and last names, position, telephone number, e-mail address, matriculation certificate, photographs, videos, details of payments.

4. Purpose and Legal Basis

1. Sending invitations to persons in existing contacts databases, organizing and running the event.
2. Publicity work and documentation of the event (making pictures, describing the activities of the university and informing the general public)
3. Sending strictly relevant information on events in the same area of research
4. Provision of a list of all participants for the participants of the event

In the process of organizing and running the event and in order to send invitations to people listed in existing contacts databases, we process the personal data of the participants, speakers and students which they provide on registration, in order to fulfil the contract to hold the event and to carry out pre-contractual steps, based on **Art 6 paragraph 1 (b) GDPR**

The Austrian Universities Act assigns TU Graz the task of supporting national and international collaboration in research, teaching and art and to inform the public about how the university fulfils its tasks.

In order to fulfil these obligations and in order to promote networking between researchers within the various research disciplines, TU Graz has to hold events as part of its public service mission. The legal basis for publicity work and the documentation of the event, in particular by means of making pictures and the provision of lists of participants to the participants is **Art 6 paragraph 1 (e) GDPR in conjunction with § 3 UG**.

Klicken oder tippen Sie hier, um Text einzugeben.

Besides the data already mentioned, for the purpose of organizing and running the events we will also process your biographical summary and your picture, if you supply these to us. We will process these data based on your consent pursuant to **Art 6 paragraph 1 (a) GDPR**, which you give us by informed, active communication.

Klicken oder tippen Sie hier, um Text einzugeben.

The processing of personal data is carried out based on your consent pursuant to **Art 6 paragraph 1 (a) GDPR**.

5. Recipients

Your pictures will be published on central university media channels (event homepage, University Newspaper TU People).

Your data will not be transmitted to any third parties

To administer payments for the event, the following payment service is used: Bank Transfer to the dedicated event account (see Registration).

6. Storage Periods

In fulfilment of contractual obligations: We will store your personal data for as long as is necessary to fulfil the contract (the event contract). Beyond this, we will only store your data if statutory record-keeping requirements apply or as long as potential legal claims are possible under statutes of limitations.

In the public interest: We will process the data for as long as this is necessary to serve the public interest or until justified objections are raised.

If you have given us your consent to the processing of your data, your personal data will be stored until you withdraw your consent. Only those data will be saved that are needed to document your consent and your withdrawal of consent. From the moment at which you withdraw your consent, these data will be stored for three years.

7. Rights of Data Subjects

You have rights to information and access, rectification, data portability, restriction, objection and erasure of data. Besides these, you also have the right to withdraw your consent to the processing of data. However, bear in mind that withdrawal of consent does not affect the legality of the processing of your data retrospectively. Also, the exercise of these rights cannot override contractual or statutory obligations.

If you do not wish any photographs to be made of you, please inform the organizers or the photographers of this.

If you have any questions or concerns on matters of data protection or if you wish to exercise these rights, please contact datenschutz@tugraz.at. All other information on data protection can be found at datenschutz.tugraz.at/.

You also have a right to make a complaint to the Austrian Data Protection Authority.

8. Data Protection Officer

The data protection officer of TU Graz is x-tention Informationstechnologie GmbH, Römerstraße 80A, 4600 Wels.