

Information on Incoming Lecturer and Staff Mobility according to GDPR

Staff undertaking staff training /lecturers undertaking a teaching assignment as part of Erasmus+
(financial funding managed by FH JOANNEUM)

Introduction

Your receiving institution, FH JOANNEUM Gesellschaft mbH, is based in an EU country and is thus subject to the provisions of the General Data Protection Regulation (GDPR). In the following, we would therefore like to inform you about the processing of your personal data.

Data processing, recipients, purpose and legal basis

Your data specified in the application and the table below will be processed by staff of FH JOANNEUM Gesellschaft mbH, Alte Poststrasse 149, 8020 Graz, according to Article 6 (1) (b) of the GDPR for the purpose of processing your application to undertake staff training or a teaching assignment as part of the Erasmus+ programme.

Category	Data
Personal details	First name, last name, gender, date of birth, nationality, email
Employment at sending institution	Name of sending institution, country of sending institution, if applicable: contact details and function of international coordinator at sending institution, degree programme or department, professional experience
Details on mobility at FH JOANNEUM GmbH	Exchange programme, receiving degree programme or receiving department, planned mobility programme, if as lecturer: number of teaching hours, planned/actually completed mobility period, academic year, semester, working language used

There is no legal obligation to provide these details; failure to provide this information will, however, prevent us from processing your application and prevent you from being able to complete the staff training / teaching assignment funded under the Erasmus+ programme at FH JOANNEUM GmbH.

If you receive financial funding from the European Union, the data specified in [§ 10a of the OeAD Act](#) (OeAD-G) will be transferred (or disclosed) to OeAD GmbH, Ebendorferstrasse 7, 1010 Vienna, based on Article 6 (1) (c) of the GDPR (compliance with a legal obligation pursuant to § 2g of the Research

Organisation Act, FOG), for the purpose of processing the funding application by FH JOANNEUM GmbH, managing the funding granted and preparing the final accounts by FH JOANNEUM GmbH. Your data will also be shared with the Directorate-General for Education, Youth, Sport and Culture of the European Commission (https://ec.europa.eu/info/topics/education-and-training_en) pursuant to Regulation (EU) No. 1288/2013 of the European Parliament and of the Council establishing 'Erasmus+'.

Data processing agreements have been concluded with service providers for the maintenance of IT systems, database systems, administration software and the access system.

Other data subject rights

You have the following rights:

- the right of access, i.e. the right to obtain information about the personal data concerned (Art. 15 GDPR),
- the right to rectification (Art. 16 GDPR) or erasure (Art. 17 GDPR) or restriction of processing (Art. 18 GDPR) under the conditions specified in the relevant provisions,
- the right to data portability (Art. 20 GDPR) if the related data processing is based on consent or contract performance and is carried out by automated means, as far as technically feasible, which can be asserted against FH JOANNEUM Gesellschaft mbH, datenschutz@fh-joanneum.at in its capacity as data controller, and

- the right to lodge a complaint

with the Austrian Data Protection Authority, Barichgasse 40-42, 1030 Vienna, tel.: +43 1 52 152-0, email: dsb@dsb.gv.at, as the competent supervisory authority.

Further details (e.g. time limits for erasure) concerning the processing of your personal data can be found in our privacy policies:

<https://www.fh-joanneum.at/hochschule/organisation/datenschutz/> and

<https://www.fh-joanneum.at/hochschule/organisation/service-abteilungen/personal-und-recht/>

I hereby confirm that I have read and understood the privacy policy and expressly consent to the use, processing and transfer of my data as described therein.

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Place, Date

Signature of Incoming Staff Member