

## **Information Tandem4Staff- according to GDPR**

when participating in the Tandem4Staff program

### **Introduction**

In order to promote cultural, experience and language exchange among our employees, FH JOANNEUM offers all employees voluntary participation in Tandem4Staff. Participation requires the processing of your personal data.

FH JOANNEUM Gesellschaft mbH, as the controller of this processing, therefore informs you about the processing of your data as follows:

### **Data processing, transferee, purpose and legal basis and revocation**

The processing of your data according to the table, is carried out by employees of FH JOANNEUM Gesellschaft mbH, Alte Poststraße 149, 8020 Graz, based on your explicit consent to participate in Tandem4Staff in the context of registration in accordance with Article 6(1) lit. a GDPR.

You have the right to revoke your consent at any time without giving reasons for the future. However, should you revoke your consent, no confirmation of participation in the Tandem4Staff can be issued to you.

Your data will be used for the purpose of the implementation of the Tandem4Staff, in particular for the match with the tandem partner, for invitations to joint events within the framework of the Tandem4Staff e.g. joint cooking, online games, as well as for the issuance of the Tandem4Staff, for the assignment to the MS Teams channel for the provision of information material about the Teams4Staff as well as for the issuance of the confirmation of participation.

Your contact details will only be passed on to the tandem partner(s) selected for you as part of the match.

It is possible to carry out a match via Club International - CINT. This requires your explicit consent according to Art 6 para 2 lit A GDPR. In this case, you provide your data directly to CINT and CINT carries out the match. FH JOANNEUM does not receive the data from the match from CINT. In this case, CINT is the data controller for the processing of your data in the Match and provides you with the relevant data protection information. In this case, FH JOANNEUM processes your data only for the provision of information about the Tandem4Staff, for invitations to joint events within the framework of the Tandem4staff, and for issuing the confirmation of participation.

Tandem partners matched via CINT can also voluntarily participate in the events, both online and on-site. For this purpose, their email address will be processed for the provision of information, sending of invitations and participation in MS Teams events.

<b>Category</b>	<b>Data</b>
Personal data	First name, last name, gender, citizenship, e-mail, telephone number
Information on language skills	Mother tongue(s)/first language(s) Language of choice
Information about personal preferences	Hobbies, interests

There is no legal obligation to provide your data, however, failure to provide the information will prevent the processing of your participation in Tandem4Staff at FH JOANNEUM GmbH.

#### **Storage period**

Your data will be stored for 4 years from the date of participation in the Tandem4Staff.

If you revoke your consent, your data will be deleted immediately for this processing, in which case no confirmation of participation can be issued to you.

#### **Data processor**

Order processing contracts have been agreed with service providers for service purposes for EDP systems, database systems, administration software and for the access system.

#### **Other data subject rights**

You have the following rights:

- Right of access to the personal data concerned (Art 15 GDPR),
- Right to rectification (Art 16 GDPR) or erasure (Art 17 GDPR) or to restriction of processing (Art 18 GDPR) under the conditions described in the provisions listed,
- the right to data portability (Art 20 GDPR), provided that the data processing in question is based on consent or the performance of a contract and is carried out with the help of automated procedures - insofar as this is technically feasible,

which can be asserted at FH JOANNEUM Gesellschaft mbH, [datenschutz@fh-joanneum.at](mailto:datenschutz@fh-joanneum.at) as the responsible data processor, as well as the

o right of complaint

which is to be submitted to the Austrian Data Protection Authority, Barichgasse 40-42, 1030 Vienna, telephone: +43 1 52 152-0, e-mail: [dsb@dsb.gv.at](mailto:dsb@dsb.gv.at), as the competent supervisory authority.