

Information on data protection for alumni of previous DIES training courses "Management of Internationalisation"

The security of your data is of the utmost importance to the International Office of Leibniz University Hannover (LUH). Therefore, we wish to inform you about data protection with respect to the use of your data when answering the DIES Alumni Questionnaire Form and at the same time assure compliance with all relevant legal provisions, in particular the EU General Data Protection Regulation (GDPR) and the Lower Saxony Data Protection Act (NDSG).

1. Data protection and data collection

The subject of data protection is your personal data, i.e. details of your personal and material circumstances (Article 4 (1) GDPR) that you have provided by data transfer via DIES Alumni Questionnaire Form.

2. Purpose limitation

LUH International Office observes the principle that data should only be used for specific, defined purposes and ensures that your data will only be used for the purpose of analysing the DIES Alumni Questionnaire Form. Your data will not be used for any other purpose. Your personal data will only be accessed and used by employees of the International Office, as well as by employees of the German Academic Exchange Service (DAAD), the German Rectors' Conference (HRK), Jomo Kenyatta University of Agriculture and Technology (JKUAT), Dedan Kimathi University of Technology (DeKUT), Universidad Católica San Pablo (UCSP), and Manipal Academy of Higher Education (MAHE) and that are involved in the analysing of the DIES Alumni Questionnaire Form.

3. Data security

Your data is securely stored on the LUIS servers (Leibniz University IT Services) of Leibniz University Hannover and will not be disclosed to third parties, except for the abovementioned purposes. LUIS takes appropriate technical and organisational measures for the security of your data and protects it, in particular against access by third parties or unauthorised persons, in accordance with the state of the art. Employees of the International Office, DAAD, HRK, JKUAT, DeKUT, UCSP, and MAHE are equally bound to secrecy and to compliance with data protection.

4. The right to revocation

You also have the right, for reasons resulting from your particular situation, to object to the processing of relevant personal data at any time, according to Article 6 (1) (e) GDPR in conjunction with section 17 of the Lower Saxony Higher Education Act (NHG). We will then stop processing your personal data, unless legitimate grounds exist to continue, outweighing your interests, rights and liberties, or where processing serves to assert, exercise or defend legal claims.

Duty to provide information according to Article 13 GDPR

Data controller and contact details	<p>Leibniz University Hannover Welfengarten 1 30167 Hannover</p> <p>International Office Welfengarten 1A 30167 Hannover Email: dies-info@zv.uni-hannover.de</p>
Data Protection Officer	<p>Leibniz University Hannover – Datenschutzbeauftragter- Königsworther Platz 1 30167 Hannover Tel.: +49 511 762 8132 Fax: +49 51 1 762 8258 Email: datenschutz@uni-hannover.de</p>
Purpose for data processing	<p>LUH International Office observes the principle that data should only be used for specific, defined purposes and ensures that your data will only be used for the analysing of the DIES Alumni Questionnaire Form.</p>
Legal grounds for data processing	<p>The legal basis for data processing is Article 6 (1) (e) GDPR, Article 6 (3) GDPR in conjunction with section 17 of the Lower Saxony Higher Education Act (NHG) and LUH regulations on processing personal data (https://www.uni-hannover.de/fileadmin/luh/content/webredaktion/universitaet/publikationen/verkuendblatt/vkb_18_06.pdf)</p>
Storage limitation	<p>Personal data will be stored for the duration of the analysing the DIES Alumni Questionnaire Form and up to 5 years thereafter. The analysed (non-personalised) data remains at the International Office for an unlimited period of time.</p>
Rights of data subjects (Articles 15 to 21 GDPR)	<p>According to Articles 15 to 21 GDPR, you have the following rights regarding your personal data: Right to be informed Right to rectification Right to erasure Right to restrict processing Right to data portability / Right to receive a copy</p> <p>You also have the right, for reasons resulting from your particular situation, to object to the processing of relevant personal data at any time, according to Article 6 (1) (e) GDPR in conjunction with section 17 of the Lower Saxony Higher Education Act (NHG). We will then stop processing your personal data, unless legitimate grounds exist to continue, outweighing your interests, rights and liberties, or where processing serves to assert, exercise or defend legal claims.</p>
Recipients of personal data	<p>Employees of the International Office at LUH, employees of the German Academic Exchange Service (DAAD), the German Rectors' Conference (HRK), JKUAT, DeKUT, UCSP, and MAHE that are directly involved in the analysing of the DIES Alumni Questionnaire Form.</p>

Obligation to provide personal data	You are not obliged to provide personal data. Provision of personal data is voluntary.
Categories of personal data that are processed	PERSONAL INFORMATION (title, first name, family name, position, institution and department, email address (official or private), nationality, gender) PROJECT AND IMPACT (professional experience, information with regard to participation in DIES training courses)
The right to complain	Data processing is subject to the supervision of the Commissioner for Data Protection of Lower Saxony, with whom complaints may be filed. More information and contact details can be found at https://www.lfd.niedersachsen.de/startseite/ Die Landesbeauftragte für den Datenschutz in Niedersachsen Prinzenstraße 5 30159 Hannover Tel.: +49 511 120 -4500 Fax: +49 51 1 120-4599 Email: poststelle@lfd.niedersachsen.de