

PRIVACY NOTICE regarding the processing of your data in the context of IASS events

We wish to inform you about how your personal data will be used.

1. Name and contact details

a. Responsible body

Institute for Advanced Sustainability Studies e.V. (IASS)

Berliner Straße 130
14467 Potsdam
Telephone: +49 331 28822-300
Fax: +49 331 28822-310
E-Mail: [info\(at\)iass-potsdam.de](mailto:info@iass-potsdam.de)

b. Name and contact details of the Data Protection Officer

Frau Eva Grübel-Hoffmann
ITM Ges. für IT-Management mbH
Bürgerstraße 81
D-01127 Dresden
Tel.: +49 351 30711870
datenschutz@itm-dl.de
<https://www.itm-dl.de>

2. Processing of your personal data

a. What data do we use?

We save your contact details (name, title, institution, e-mail address, and, if necessary, home address and telephone number).

b. For which purposes and on what legal basis do we process your data?

We save your data in order to be able to invite you to IASS events and keep you informed about current IASS projects.

Lists of participants at IASS events (surname, first name, institution) are saved for accounting purposes.

We process your data in accordance with the data protection regulations of the DSGVO, the BDSG, and other relevant regulations. In the present case, data is processed for legitimate purposes within the meaning of Art. 6 Para. 1 S.1 lit.f GDPR.

c. How long do we retain your data?

Your data will be deleted as soon as their processing is no longer required or if you object to their further processing.

You can revoke your declaration of consent for the saving of personal data at any time with future effect. Revocations of consent must be submitted in writing to the IASS.

3. Transfer of personal data

a. Who will be able to access your personal data?

Your data will be accessible only to those departments within the IASS that need it to perform the above-mentioned purposes and legal obligations. Your data may also be provided to third-party processors and other service providers contracted for these purposes. These include companies providing IT, telecommunications and printing services.

The possible recipients of data in such cases include public authorities and institutions (e.g. government agencies, tax authorities) where a legal obligation to supply data exists. Other possible recipients include bodies for which you have given us your consent.

b. Will your data be transferred to a third country or international organisation?

In cases where data is transferred to countries outside the European Economic Area (third countries), they will only be transferred to IASS cooperation partners.

4. Your rights

Under the GDPR you have a right to access (Art.15 GDPR), rectification (Art.16 GDPR), erasure (Art.17 GDPR), restriction of processing (Art.18 GDPR), portability (Art.20 GDPR), and to object to the processing of data(Art.21 GDPR). Please contact us if you wish to exercise these rights.

If you believe that the processing of your personal data violates existing data protection regulations, you may lodge a complaint with a supervisory authority without prejudice to other legal remedies. In particular, you may lodge a complaint with a supervisory authority in the Member State in which you reside, at your place of work, or at the place where the alleged infringement occurred.

5. Note on the translation

This English translation is provided for information purposes only. The original German text is binding in all respects. In the event of discrepancies between the English and German versions, the German version shall prevail.

Version 2

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