



## **INFORMATION ON THE PROCESSING OF YOUR PERSONAL DATA WITHIN THE SCOPE OF THE AWARD OF A RESEARCH PRIZE PURSUANT TO ARTICLE 13 OF THE GENERAL DATA PROTECTION REGULATION (GDPR)**

This data protection notice describes how your personal data is processed within the scope of the award of a research prize by Paderborn University. By issuing this data protection notice, Paderborn University is complying with its duty to provide information pursuant to Article 13 of the EU General Data Protection Regulation (GDPR). With regard to the terms used in the following, e.g. “personal data”, “processing”, “controller” etc., please refer to the definitions in Article 4 of the GDPR.

### **1. Names and contact details**

The entity responsible for processing your personal data (the “controller”) within the scope of the award of a research prize is Paderborn University, a legal corporation under public law funded by the German state of North Rhine-Westphalia. Paderborn University is represented by the President.

#### **1.1 Name and contact details of the controller**

Paderborn University  
Warburger Str. 100  
33098 Paderborn, Germany  
Tel.: +49 5251 60-0  
Website: <https://www.uni-paderborn.de>

#### **1.2 Contact details of the Data Protection Officer**

The Data Protection Officer of Paderborn University can be contacted at the Controller’s postal address specified above (see Section 1.1) or using the following contact details:

E-mail: [datenschutz@uni-paderborn.de](mailto:datenschutz@uni-paderborn.de)  
Tel.: +49 5251 60-4444  
Website: <https://www.uni-paderborn.de/datenschutz/>

### **2. Data categories, purposes and legal bases with regard to the processing of your personal data**

Within the scope of the award of a research prize, Paderborn University will process the following personal data on you for the following purposes and on the following legal bases:

#### **I. Application, selection and administration**

- Name (first name and surname), including name affixes (e.g. post-nominals, any title(s))
- Date of birth
- Contact details
- Position/title
- Pay scale/salary group
- Faculty, institute, department
- Doctoral degree certificate (for early-career researchers and junior academics)
- List of publications
- Curriculum vitae
- Research focus areas
- Project outline
- Budget plan

#### **II. For budgeting and payment purposes**

- Internal billing object

#### **III. For enquiries and advice (contact management)**

- Name (first name and surname), including name affixes (e.g. post-nominals, any title(s))

- E-mail address(es)
- Tel. no./nos
- Faculty, institute, department
- Any other personal data that may result from enquiries and advice

#### **IV. Making and/or publication of recordings and/or publication of other personal data**

- If appl. taking and publication of photographs and videos, and, where applicable in connection with this, publication of first name and surname, including name affixes (e.g. post-nominals, any title(s)), as well as other personal data (details about the research project within the scope of the research prize, faculty, funding period) on the Paderborn University website and in Paderborn University press releases Where applicable, publications on official Paderborn University social media channels, such as Facebook, Instagram, Twitter and YouTube, to the extent specified above
- If appl. publications on the official social media channels of Paderborn University such as Facebook, Instagram, Twitter and YouTube, to the extent mentioned above.

#### **V. Statistical analysis**

- Anonymised data from I.

The purpose of the processing of your personal data is the selection and, if applicable, the awarding of a research prize, including processing and presentation of results, to reward outstanding research projects with bold ideas for science.

The legal basis for the processing of your personal data in the context of the application procedure or the application, the counselling and in the event of any publication (e.g. naming and/or image recording, etc.) is your consent in accordance with Art. 6 para. 1 subpara. 1 lit. a) DS-GVO (if applicable, Art. 88 DS-GVO in conjunction with § 18 para. 1 DSG-NRW); if applicable, Art. 9 para. 2 lit. a) DS-GVO, if the subject of the above-mentioned data processing is sensitive data pursuant to Art. 9 para. 1 DS-GVO (e.g. health data in the curriculum vitae) (preparation of the recording(s)) and

according to Art. 6 para. 1 subpara. 1 lit. a) DS-GVO (if applicable Art. 88 DS-GVO in conjunction with § 18 para. 1 DSG NRW) or § 22 KUG (use of the recording(s)).

The processing of the above-mentioned further personal data is also based on Art. 6 para. 1 UAbs. 1 lit. a) DS-GVO (if applicable Art. 88 DS-GVO in conjunction with § 18 para. 1 DSG NRW).

The processing of your personal data within the scope of prize award administration and for statistical analyses, for example, is necessary for the performance of tasks by Paderborn University in the public interest. The legal basis here is Article 6, Para. 1 (1) e), Para. 3 (1) b) of the GDPR in conjunction with § 3, Para. 1 of the North Rhine-Westphalia Data Protection Act (DSG NRW) in conjunction with § 3, Para. 1 of the North Rhine-Westphalia Higher Education Act (HG NRW) in conjunction with the current valid version of Paderborn University's guidelines on the award of research prizes; where applicable, Article 9, Para. 2 a) of the GDPR, where sensitive data is (has) to be taken into account in accordance with Article 9, Para. 1 of the GDPR for the award of the research prize.

### **3. Transfer of your personal data**

Your personal data, which will be processed by Paderborn University within the scope of the award of a research prize, will in principle not be transferred to any third parties without your consent and subject to the transmission of data described below. In individual cases, data may also be transferred in compliance with a legal requirement. Where (technical) service providers have access to personal data, this access will be regulated on the basis of an arrangement pursuant to Article 28 of the GDPR. For data that is processed jointly with other data controllers, this joint processing will, where required, be regulated on the basis of an arrangement pursuant to Article 26 of the GDPR.

In principle, no personal data will be transferred to countries outside the European Economic Area (EEA) and associated countries (no "third country transfer").

Your recording(s) will also be used for the following social media channels of Paderborn University:

- Facebook/ Facebook data policy: <https://www.facebook.com/about/privacy/>
- Instagram/ Privacy policy of Instagram: [https://help.instagram.com/519522125107875/?maybe\\_redirect\\_pol=0](https://help.instagram.com/519522125107875/?maybe_redirect_pol=0)
- Twitter/ Privacy policy of Twitter: <https://twitter.com/de/privacy>
- YouTube/ Privacy policy of YouTube: <https://policies.google.com/privacy>

#### **Important note if your personal data is made available online:**

Paderborn University hereby draws attention to the fact that if your personal data is published online, it will be possible for any person worldwide to access this personal data – for example with the help of search engines (e.g. Google). It will thereby be possible for personality profiles to be created (profiling), by linking this data with other data about you that is available online. Your data may also be used in this way by third parties for other purposes beyond the control of Paderborn University. Search engine archiving functions (see e.g. [www.archive.org](http://www.archive.org)) allow such data to be accessed even when the information has already been removed from or edited on the Paderborn University website. With the publication of your personal data online, data may also be transferred to countries outside the EU and may be stored and used there for unknown purposes. It may be the case that the relevant data protection laws or regulations, or the application of these, have a lower level of protection in the recipient country than in the EU and that you will not be able to assert your rights there.

#### **4. Duration of storage of your personal data**

If and to the extent that the processing of your personal data is based on your consent, your data will be stored only until you withdraw your consent, unless there is another legal basis for processing (Article 17, Para. 1 b) of the GDPR).

The personal data of applicants for a research prize whose application is not approved will be erased/destroyed in accordance with data protection law at the latest six months after the application process has been completed.

Basic data concerning the research prize applicant, research prize winner, project team, faculty, research project and details on the selection decision will be stored in the selection committee's records for 10 years and then erased. Where appropriate, documents will be transferred to the University Archives and generally stored there indefinitely. All other data of research prize winners whose application is approved will be erased/destroyed one year after the funding period has ended.

The names of the research prize winners, details about their research project and a laudation of the awarded project will be published on Paderborn University's website permanently or until such consent is revoked.

#### **5. Your rights as a data subject**

As a data subject, you may assert the rights granted to you by the GDPR at any time; these are:

- The right to know if and what personal data concerning you is being processed, in accordance with Article 15 of the GDPR, § 12 of the DSG NRW
- The right to have any inaccurate personal data concerning you rectified or incomplete personal data completed, in accordance with Article 16 of the GDPR
- The right to have your personal data erased, in accordance with Article 17 of the GDPR, § 10 of the DSG NRW
- The right to restrict the processing of your data, in accordance with Article 18 of the GDPR
- The right to receive the personal data concerning you, in accordance with Article 20 of the GDPR

#### **6. Right to withdraw your consent and to object to the processing of your personal data**

Any consent that may have been granted can be revoked (withdrawn) in whole or in part at any time without providing a reason. The withdrawal of consent shall not affect the lawfulness of processing based on the consent before its withdrawal (Article 7, Para. 3 of the GDPR). Consequently, Paderborn University will no longer be

permitted to process your data on the basis of this consent in the future and must erase your personal data, unless there is another legal basis for processing (Article 17, Para. 1 b) of the GDPR). If you wish to withdraw your consent in whole or in part, please contact the relevant contact person for the research prize advertisement or send an e-mail to: [datenschutz@uni-paderborn.de](mailto:datenschutz@uni-paderborn.de). In the event that you withdraw your consent to the processing of your personal data during the research prize application process, it will no longer be possible to consider you in the award process. In the event of a revocation of your declaration of consent for recordings and/or publications (of data on) your person, active participation in the award ceremony (as an award winner) is not possible in the case of an award.

In accordance with Article 21 of the GDPR, you have the right to object, on grounds relating to your particular situation, at any time to the processing of personal data concerning you which is collected on the basis of Article 6, Para. 1 (1) (e) of the GDPR. The right to object pursuant to Article 21 of the GDPR vis-à-vis a public-sector body does not apply where there is a compelling public interest for processing that overrides the interests of the data subject concerned or if a legal provision requires processing (§ 14 of the DSG NRW). If you wish to exercise your right to object pursuant to Article 21 of the GDPR, please contact the relevant contact person for the research prize advertisement or send an e-mail to: [datenschutz@uni-paderborn.de](mailto:datenschutz@uni-paderborn.de). In the event that you object to the processing of your personal data within the scope of research prize award administration, the research prize for which you have applied may no longer be awarded.

### **7. Right to lodge a complaint**

In addition to the aforementioned rights, you also have the right to lodge a complaint with a data protection supervisory authority (Article 77 of the GDPR) if you consider that the processing of personal data relating to you infringes these data protection requirements; for example the State Commissioner for Data Protection and Freedom of Information in North Rhine-Westphalia, which is responsible for overseeing Paderborn University: Landesbeauftragte für Datenschutz und Informationsfreiheit Nordrhein-Westfalen, Kavalleriestr. 2-4, 40213 Duesseldorf, Germany; Tel.: +49 211 38424-0, E-mail: [poststelle@ldi.nrw.de](mailto:poststelle@ldi.nrw.de)

### **8. Validity of the data protection notice**

Paderborn University reserves the right to amend this data protection notice in order to revise it in compliance with any changes in relevant laws or regulations or to better serve your needs. The valid and applicable version of this data protection notice is the latest version published by Paderborn University. Please therefore note the current version number of the data protection notice.

Paderborn University  
Division 2 / 2.2  
Katharina Patz  
Warburger Straße 100  
33098 Paderborn, Germany

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## DECLARATION OF CONSENT – PADERBORN UNIVERSITY RESEARCH PRIZE

First name, surname: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Department/Faculty: \_\_\_\_\_

By signing this form,

- I hereby give my consent pursuant to Art. 6 para. 1 subpara. 1 lit. a) of the German Data Protection Regulation (DS-GVO) that my personal data provided during the application process and submitted by me to the Paderborn University may be processed by the Paderborn University for the purpose of awarding the prize (including contact management). If my details contain sensitive data according to Art. 9 (1) DS-GVO (e.g. health data in the curriculum vitae), I expressly consent to the processing of these data for the purpose of awarding the prize according to Art. 9 (2) lit. a) DS-GVO. *Note: Sensitive data is not actively requested by the Paderborn University.*
- I consent in accordance with Art. 6 para. 1 UAbs. 1 lit. a) DS-GVO that in case of an award the following personal data of mine will be published by the Paderborn University in the context of public relations:  
(Selection optional):

### A Publication with and without photographs

- Taking of photographs of me in connection with the prize award ceremony and the public presentation of the results to the university as well as publication of these photographs on the Paderborn University website and in Paderborn University press releases
- Publication of other information about me (first name and surname, including name affixes, faculty, details about the research project within the scope of the research prize, funding period) with reference to the prize award ceremony on the Paderborn University website and in Paderborn University press releases
- Taking of photographs of me in connection with the prize award ceremony and the public presentation of the results to the university as well as publication of these photographs on official Paderborn University social media channels (Facebook, Instagram, Twitter and YouTube)
- Publication of other information about me (first name and surname, including name affixes, faculty, details about the research project within the scope of the research prize, funding period) with reference to the prize award ceremony on official Paderborn University social media channels (Facebook, Instagram, Twitter and YouTube)

## **B Publication with and without videos**

- Taking of videos of me in connection with the prize award ceremony and the public presentation of the results to the university as well as publication of these videos on the Paderborn University website and in Paderborn University press releases
- Publication of other information about me (first name and surname, including name affixes, faculty, details about the research project within the scope of the research prize, funding period) with reference to the prize award ceremony on the Paderborn University website and in Paderborn University press releases
- Taking of videos of me in connection with the prize award ceremony and the public presentation of the results to the university as well as publication of these videos on official Paderborn University social media channels (Facebook, Instagram, Twitter and YouTube)
- Publication of other information about me (first name and surname, including name affixes, faculty, details about the research project within the scope of the research prize, funding period) with reference to the prize award ceremony on official Paderborn University social media channels (Facebook, Instagram, Twitter and YouTube)

## **C Content for publication in the “New Year’s Reception” brochure**

- Publication of a photograph and short resume provided by me, my first name and surname, including name affixes (e.g. post-nominals, any title(s)), as well as other information about me (faculty, details about the awarded research project in the form of a laudation) for publication in Paderborn University’s “New Year’s Reception” brochure.

By signing this form, I hereby confirm

- The accuracy and completeness of the information provided by me in my research prize application and the authenticity of all data transmitted in both digital and paper form. I am aware that if any information is incorrect or inaccurate, funding may be revoked and any funds already received subject to repayment.
- That I have received and have read and understood the information sheet on the processing of my personal data pursuant to Article 13 of the GDPR within the scope of the award of a research prize.
- That I have read and accept Paderborn University’s guidelines on the award of research prizes [version dated February 2024].

Your consent to the processing of personal data in the above stages is voluntary. You have the right to withdraw your consent, in whole or in part, at any time, without giving a reason. The withdrawal of consent shall not affect the lawfulness of processing based on the consent before its withdrawal (Article 7, Para. 3 of the GDPR). Consequently, your data will no longer be processed on the basis of this consent in the future and your personal data must be erased, unless there is another legal basis for processing (Article 17, Para. 1 b) of the GDPR). If you wish to withdraw your consent in whole or in part, please contact the relevant contact person for the research prize advertisement or send an e-mail to [datenschutz@uni-paderborn.de](mailto:datenschutz@uni-paderborn.de).

### **Please note:**

Without confirmation of the accuracy and completeness as well as without a declaration of consent to the processing of your personal data, participation in the award procedure for a research award is not possible.

In the event of a revocation of your declaration of consent with regard to the processing of your personal data in the context of the application procedure or the application for a research award, you will no longer be able to participate in the award procedure. In the event of a revocation of your declaration of consent for recordings and/or publications (of data relating to) you, in the case of an award, active participation in the award ceremony (as an award winner) and in the public presentation of results at the university is no longer possible.



Place, date \_\_\_\_\_

Signature Applicant \_\_\_\_\_