

Data Protection Declaration

The protection of personal data is of particular importance to the University of Graz. We handle all of the personal data processed in confidence and in compliance with the legal provisions. This Data Protection Declaration is intended to inform you in accordance with Articles 12, 13 and 14 GDPR of the type, scope, purpose and legal basis of the processing of personal data and the related rights of the data subject within the scope of the activities of unikid & unicare.

I. RESPONSIBILITY AS CONTROLLER UNDER DATA PROTECTION LAWS

The controller under the laws on data protection is the University of Graz, Universitätsplatz 3, 8010 Graz.

Any queries regarding the processing of your data by the University of Graz, "unikid & unicare" department, can be sent by e-mail to unikid-unicare@uni-graz.at.

II. THE FOLLOWING PROCESSING ACTIVITIES ARE CARRIED OUT BY UNIKID & UNICARE

1. unikid & unicare Newsletter

unikid & unicare-News is the name of the mailing list on the subject of balancing work/study programme and family care responsibilities. Users can register for and unsubscribe from this list at <http://list.uni-graz.at/mailman/listinfo/unikid-news>.

Description of the data processing

Registration for the "unikid & unicare" newsletter results in your personal data disclosed in the registration form itself being processed, i.e. your e-mail address (mandatory) and first and last name(s) (optional).

Purpose of the processing

The personal data that you provide when you register to receive the newsletter will be processed for the purposes of sending you the unikid & unicare newsletter in order to send you regular updates by e-mail of offers on the subject of balancing work/study programme and family care responsibilities towards minors and/or relatives who require care.

Legal basis

The data processing for your personal data is based on the consent provided by you (Article 6 (1) (a) GDPR) to receive the newsletter.

Transmission of your personal data

Your data will be processed internally within the University; we will not transmit your data to external bodies.

Storage period

Your personal data processed for the purposes of sending you the "unikid & unicare" newsletter will be stored until you withdraw your consent to receive the newsletter. Aside from this, only the data that is absolutely necessary due to the applicable legal provisions or retention obligations will be stored as evidence of your consent or withdrawal of consent.

Withdrawal of your consent

Your consent to receive the newsletter may be withdrawn at any time without providing any reasons. You may withdraw or unsubscribe from the unikid & unicare newsletter at any time at <http://list.uni-graz.at/mailman/listinfo/unikid-news>. You can also contact us via e-mail at unikid-unicare@uni-graz.at to withdraw or unsubscribe. The withdrawal will not affect the lawfulness of the data processed until the withdrawal.



2. Services of unikid & unicare the University Work-Family Balance Information Centre

Making contact

As staff and students of the University of Graz, the University of Music and Performing Arts Graz and as employees of Joanneum Research (JR) and FH Joanneum (FHJ), please contact unikid & unicare with your issues on the subject of work-family balance – we will respond to telephone, in-person and e-mail enquiries as quickly as possible and carry out confidential research specific to individual enquiries in order to provide you with the best possible information and support.

Various events are also held aimed at providing information and ensuring visibility of balance and childcare and at removing the taboos surrounding the issue of work-family balance, with networking opportunities also organised for parents and (family) carers.

Flexible childcare services are also arranged, with information and support provided in the search for regular childcare places, and support and assistance provided based on needs in connection with a family stay or family move to Graz for work-related reasons.

Furthermore, unikid & unicare will provide information and support for enquiries regarding balancing work with care duties towards elderly relatives, as well as about flexible assistance and relief services, (short-term) care options, financial aspects, a balance-friendly work organisation and other issues related to informal care.

Description of the data processing

As part of the process of making contact, whether by telephone, in person or via e-mail, the University of Graz, unikid & unicare department, will process the personal data you disclose when making contact.

Purpose of the processing

The personal data you provide when making use of a service will be processed for the purposes of handling and answering your enquiry or carrying out the service. The following data will also be collected on the form depending on the service involved: University affiliation, university degree, name(s), telephone number, e-mail address, home address, as well as name(s), date of birth, gender, as well as information provided by you regarding any of your child's eating requirements that need to be taken into account for medical reasons if necessary, in order to implement the service.

Legal basis

We will process the personal data you disclose to us in the context of a general enquiry in the legitimate interests of the proper processing and documentation of the enquiry and response to this (Article 6 (1) (f) GDPR).

We will process the personal data you disclose to us in the context of an enquiry or registration for the respective service in the performance of a contract with you or to implement measures prior to entering into a contract (Article 6 (1) (b) GDPR).

We will process the special categories of data provided by you or other health data provided by you that are necessary for the care of the child in connection with eating requirements for medical reasons (e.g. allergies, intolerances) based on your express consent (Article 6 (1) (a) in conjunction with Article 9 (1) (a) GDPR).

To the extent that the processing of personal data is necessary for the conclusion of a contract or for measures prior to entering into a contract, the failure to provide the data will mean that the contractual service cannot be provided.

Transmission of your personal data

Your data will only be processed internally at the university with the exception of the following services and offers.

a) *Subsidies of the Austrian Students' Union at the University of Graz, University of Music and Performing Arts Graz, Austrian Students' Union at the University of Music and Performing Arts Graz, Joanneum Research, FH Joanneum*



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unikid & unicare

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For certain services, the institution stated above will cover part of the costs incurred per family. For the purpose of checking the lawfulness of the subsidy (= meeting the eligibility criteria), the unikid & unicare department must as the information centre review the data that you have provided or transmit these to the respective contractual partners in connection with the respective offer. The terms and conditions and the contractual partners can be seen via the logos on the respective registration form as well as on the internet on the website in the respective section and can be requested at any time via e-mail to unikid-unicare@uni-graz.at.

The data must be transmitted to the contractual partners in order to be able to grant the subsidy to you and will therefore be implemented in performance of the contract or for the implementation of measures prior to entering into a contract in accordance with Article 6 (1) (b) GDPR.

b) Implementation of care services

In the case of certain care services, the data must be transmitted to the organisation providing the care in order to carry out and manage the services. A general overview of these organisations can be found under point 4. Information regarding the specific recipients will be provided within the framework of the respective service.

The data must be transmitted to the contractual partners for the purposes of fulfilment of the agreed services in relation to you and will therefore be implemented in performance of the contract or for the implementation of measures prior to entering into a contract in accordance with Article 6 (1) (b) GDPR.

Storage period

In the case of a contract: your personal data processed for the purposes of using and implementing the unikid & unicare services will be processed provided that this is necessary for performance of the contract. Aside from this we will only store your data if there are statutory retention periods for this or if the limitation periods related to potential legal claims are open.

In the case of consent: data that we process from you based on consent will be stored after the purpose has been achieved or until your consent is withdrawn. Aside from this, only your personal data that is absolutely required as evidence of your consent or your withdrawal will be stored for a period of 3 years from the time of your withdrawal of consent.

Withdrawal of your consent

Your consent to the processing of your personal data may be withdrawn at any time without providing any reasons. In order to withdraw your consent, please contact us via e-mail at unikid-unicare@uni-graz.at. The withdrawal will not affect the lawfulness of the data processed until the withdrawal.

3. Photographs for advertising purposes

Description and purpose of the data processing

We take photographs as part of events or service offerings. The photos are used for advertising purposes without naming the persons photographed, in accordance with your respective consent.

Legal basis

The data processing is based on your consent to the use of your photograph(s) (Article 6 (1) (a) GDPR).

Transmission of your personal data

Your data will only be processed internally within the university.

As part of the promotion, the photographs will be made available to the public in printed products and on the website of unikid & unicare without naming the persons photographed.

Storage period

We will process your photograph(s) until you withdraw your consent. Aside from this, only your personal data that is absolutely required as evidence of your consent or your withdrawal will be stored for a period of 3 years from the time of your withdrawal of consent.



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Withdrawal of your consent

Your consent to the processing of your photograph(s) may be withdrawn at any time without providing any reasons. In order to withdraw your consent, please contact us via e-mail at unikid-unicare@uni-graz.at. The withdrawal will be effective from the time of withdrawal for all future processing/publications, but not for publications already produced.

4. Contractual partners for childcare as of the current date

Verein WIKI (WIKI Club) - Wir Kinder, Bildung und Betreuung <https://www.wiki.at/>

Tagesmütter Graz-Steiermark gemeinnützige Betriebs GmbH <https://www.tagesmuetter.co.at/>

Verein M.A.M.A (M.A.M.A Association) <https://www.mama.co.at/>

Verein Fratz Graz (Fratz Graz Club) <http://www.fratz-graz.at/>

Lilo-Kinderbetreuung e.U. <http://www.lilo-graz.at/>

III. YOUR RIGHTS

Where the processing of your personal data is concerned, you have the following rights at all times with regard to the University of Graz as controller (e-mail address: unikid-unicare@uni-graz.at); these rights can be exercised by emailing:

- right of access to the personal data in question (Article 15, GDPR),
- The right to rectification (Article 16, GDPR) or erasure (Article 17, GDPR) or restriction of processing (Article 18, GDPR),
- The right to data portability (Article 20, GDPR),
- The right to object (Article 21, GDPR),
- The right to withdraw consent (Article 7 (3), GDPR), which shall not affect the lawfulness of processing based on consent before its withdrawal.

You also have the

- right to lodge a complaint (Article 77, GDPR)

to a supervisory authority, which in Austria is the

Austrian Data Protection Authority, Barichgasse 40-42, 1030 Vienna,

telephone: +43 1 52 152-0, e-mail: dsb@dsb.gv.at as the relevant regulatory authority.

IV. CONTACT DETAILS

University of Graz, University unikid & unicare Work-Family Balance Information Centre, Harrachgasse 32, 8010 Graz, e-mail: unikid-unicare@uni-graz.at.

The University of Graz data protection officer can be contacted at dsba@uni-graz.at.

Please send any general queries regarding data protection to datenschutz@uni-graz.at.