Data Protection Declaration

Data Protection Declaration of the associations

- **"alumni UNI graz.das absolventInnennetzwerk (alumni UNI graz)" ("alumni UNI graz. the graduate network"), ZVR (Central Register of Associations): 790183860 and**
- **"Absolventinnen und Absolventen der Sozial- und Wirtschaftswissenschaftlichen Studienrichtungen der Karl-Franzens-Universität Graz (SOWI-AV)" ("graduates of social and economic sciences at the Karl-Franzens-University Graz"), ZVR: 990292547**

1. General

1.1. In fulfilment of the information obligations in accordance with the General Data Protection Regulation (GDPR), we hereby inform you as existing or future member of the association about the most important aspects of data processing within the scope of our association's tasks. The protection of your personal data is of great importance to us. Your personal data will be processed only in compliance with legal regulations.

1.2. The alumni UNI graz is responsible for personal data collected and processed in connection with the website https://alumni.uni-graz.at as well as with our data management software "IntrAlumni Portal" (hereafter referred to as "alumni INSIDE") https://alumni-inside.uni-graz.at under data protection law as defined by the GDPR.

1.3. SOWI-AV acts, as defined by the Austrian Association Act, as an association branch of the alumni UNI Graz, and is therefore responsible for personal data collected and processed in connection with the website https://sowi-av.uni-graz.at as defined by GDPR.

2. Purpose and Legal Basis of Data Processing

2.1. We store and process data provided by you for the purpose of

- Member administration and support
- Creating (service) offers and billing
- Providing content and services
- Electronic payments and donations
- Marketing and advertising measures

2.2. The legal basis for processing your personal data is
a) Fulfillment of the contract including initiation of a contract (Art 6 (1) lit b GDPR)
b) Compliance with legal obligation (Art 6 (1) lit c GDPR)
c) Legitimate interests (Art 6 (1) lit f GDPR)
d) Your consent (Art 6 (1) lit a GDPR)

2.3. We will not process the data provided to us for purposes other than the fulfillment and implementation of our contractual or statutory tasks and services or for the purposes covered by your consent, with the exception of use for statistical purposes as long as the data provided has been anonymized.

3. Administration of Membership Data, Electronic Payment, and Personal Profile on alumni INSIDE

3.1. For organizational purposes, administration, and payment of membership and event fees, we will process the personal data you have provided to us.

3.2. If you make an electronic payment for a service (e.g. membership fee, events, donations) of the association, further personal data may be collected by the payment service providers.

3.3. Each member is provided with a personal profile on alumni INSIDE which is updated whenever changes occur. This profile can be managed by members themselves and can, with the exception of the username, also be changed.

You can access the website for managing your personal settings at the following address: https://alumni-inside.uni-graz.at. To do so, you must authenticate yourself with your username and password.

4. Event Photos

4.1. During events, the respective association or your alumni chapter may occasionally take photos. You will be made aware of this prior to such an event. If needed, these photos will be published on our website(s) for public relation purposes and for the presentation our activities.

4.2. The image data is processed for the purpose of public relations, to present our activities, and to inform the public about the fulfilment of the tasks of the association. The processing is performed on the basis of the existing predominant legitimate interest (Art 6 (1) lit f GDPR) of the association in fulfilling its purposes.

5. Duration of Data Storage

We process your personal data to the extent that they are required for the mentioned purposes, in any case for the duration of the membership of the association, starting with the initiation until the termination. After termination of your membership, your personal data will be deleted. Necessary data will remain stored until the expiration of the retention periods specified in the Austrian Association Act and the Austrian Federal Tax Code, as well as until the end of any legal dispute.

6. Data Security and Data Transfer

6.1. The protection of your personal data is ensured by appropriate structural, infrastructural, organizational and technical measures. These measures are particularly concerned with protection against unauthorized, illegal or accidental access, processing, loss, use, and manipulation.

6.2. Data transfer or data transmission is performed exclusively on the basis of legal regulations.

6.3. Within the scope of our activities, we regularly cooperate with the University of Graz, external IT service providers, banks, suppliers, printshops, and delivery services, which may, if necessary, be granted access to your personal data as part of their services. All processors employed by us are contractually obliged to comply with the data protection regulations prior to commencing their work.

6.4. Regardless of our efforts to maintain a consistently high level of due diligence at all times, it cannot be ruled out that information that you disclose to us via the internet may be accessed and used by other parties. Please note that, therefore, we cannot be held liable in any way for the disclosure of information due to errors in data transmission that was not caused by us and/or unauthorized access by third parties.

7. Notification of Data Breaches

We are committed to ensure that data breaches are identified and rectified early, and, if necessary, immediately reported to you or to the relevant regulatory authority, including the respective categories of data affected.

8. Contact by Interested Parties

If interested parties contact us, the information provided by the interested parties will be stored for six months for the purpose of processing and answering the enquiry, as well as for any follow-up questions. We do not share this data without the consent of the respective interested party.

9. Accessing our Website

9.1 Upon accessing the website of the respective association, our web servers temporarily save each access in a log file. When the portal of "alumni INSIDE" is accessed, the web servers temporarily save each access and activity in a log file and in the member's profile. The following data is recorded and stored until it is automatically deleted:

- IP address of the requesting computer
- Date and time of access
- Name and URL of the retrieved data
- Amount of data transmitted
- Notification whether the access was successful
- Identification data of the browser and operating system used
- Web page from which you reached our site
- Name of your internet access provider

9.2. This data is processed for the purpose of ensuring the use of the website (connection establishment), system security, and technical administration of the network infrastructure. Furthermore, the processing serves to optimize the association's internet offer. The IP address is only determined in case of attacks on our network infrastructure.

10. Reach and usage measurement Matomo

10.1 Description and scope of data processing
Our website uses "Matomo" to measure reach and usage. For this purpose, so-called "cookies" (small text files) are stored on your computer and transferred to the server in order to process usage information exclusively for absolutely necessary purposes of range and usage measurement.

The software is set so that the IP addresses are not stored in full, but the 3rd and 4th octets of the IP address are masked (e.g. 192.168.xxx.xxx). In this way, an assignment of the shortened

IP address to the calling computer is no longer possible according to general discretion. The information generated by the cookie about the use of the site will not be disclosed to third parties.

Depending on user behavior (e.g. coming from another page with referrer), the following cookies may be set by Matomo:

_pk_id: 13 months (to store the unique visitor ID).

_pk_ref: 6 months (to store attribution information, i.e. the referrer that was originally used to visit the website)

_pk_ses, _pk_cvar, _pk_hsr: 30 minutes (for temporary storage of data about the visit)

mtm_consent_removed: expiration date of 30 years, to remember that the user has chosen to opt-out

10.2 Purpose of data processing
The purpose of processing the data is to measure reach and usage, in particular to compile reports on aggregated website activity (reach measurement, estimation of the performance of the required servers, analysis of the content accessed, detection of navigation problems, etc) and thus improve our website. In this way, we fulfill the university's tasks (in particular, public educational mandate; further education mandate; support for national and international cooperation; support for the use and implementation of its research results in practice and support for the social integration of the results of the development and exploitation of the arts; informing the public about the fulfillment of the tasks of the universities, maintaining contact with graduates) in compliance with the guiding principles for universities (economic efficiency, economy and expediency of management).

10.3 Legal basis of data processing
The processing of the above-mentioned data is based in particular on the existing overriding legitimate interest or public interest (Art 6 para 1 lit f and e DSGVO in conjunction with §§ 2 and 3 UG) of the University of Graz as a public institution in the improvement of the web presence for the fulfillment of university tasks in compliance with the guiding principles for universities in the fulfillment of their tasks (cf. §§ 2 and 3 UG).
You may refuse the use of cookies by selecting the appropriate settings on your browser, however please note that if you do this, the University of Graz, as a public institution, will not be able to use the website in the manner intended by the university's mission and mission statement. If you do not agree with the storage and evaluation of the generated usage information, you can object to this below. In this case, a so-called deactivation cookie will be stored in your browser, which means that "Matomo" will not collect any session data. Please note: If you delete your cookies, the deactivation cookie will also be deleted and you will have to store it again.

On the following website you have the possibility to deactivate the data collection by "Matomo": www.uni-graz.at/de/datenschutz/.
This information on data protection does not apply to websites that can be accessed via links on our website. The operators of the linked websites are solely responsible for their content.

11. Links to Other Websites
This information on data protection does not apply to websites that can be accessed via links on our website. The contents of linked websites are the sole responsibility of their operators.

12. Your Rights
12.1. As a person affected, you have at any time the right to request information about your stored personal data, their origin and recipients, and the purpose of the data processing as well as the right to correction, data transmission, objection, restriction of processing, as well as blocking or deletion of incorrect or illegally processed data.

12.2. You have the right to withdraw your consent to the use of your personal data at any time. The withdrawal of the consent does not affect the legality of the data processing based on the consent until withdrawal. Following a withdrawal, we will no longer process your data for the aforementioned purposes from that time on.

12.3. Your request for information, deletion, correction, objection and/or data transmission, in the latter case, provided that this does not involve a disproportionate effort, can be sent to dsb(at)alumni.uni-graz.at.

12.4. If you believe that our processing of your personal data violates the applicable data protection law or that your data protection rights have been violated in any other way, you are free to complain to the responsible regulatory authority. In Austria, the responsible authority for such complaints is the data protection authority (https://www.dsb.gv.at).

13. COVID-19 contact data processing (contact tracing) with regards to events of the alumni UNI graz and SOWI-AV
13.1. We process the following contact data of event visitors within the framework of events (e.g. lectures, tours, seminars) of the alumni UNI graz and SOWI-AV.

- First name
- Last name
- Date of birth
- Email address
- Phone number

The processing of the aforementioned data is carried out on the legal basis of article 6 paragraph 1 point e to point f of the GDPR, according to which there is on the one hand a public interest and on the other hand a legitimate interest of the alumni UNI graz, SOWI-AV or event visitors in reducing the risk of spreading Covid-19 infections.

13.2. The purpose of the data processing is to collect and store contact data in order to be able to inform event visitors and employees in case of a Covid-19 suspicion or infection. In accordance with the recommendation of the BMfSGPK (Federal Ministry of Austria – Social Affairs, Health, Care and Consumer Protection), the storage period of the con-tact data is 28 days. The contact data will be irretrievably deleted after 28 days from the end of the event.

13.3. In case of a suspected Covid-19 case or infection among an event visitor or employee, the contact details will be disclosed to the responsible health authority in order to make a

significant contribution to the reduction of the risk of spreading a Covid-19 infection (cluster reduction).

Moreover, data will be passed on or transferred exclusively on the basis of legal requirements.

14. Contact information
You can reach us under the following contact details:

(1) https://alumni.uni-graz.at
alumni(at)uni-graz.at
Tel.: 0043 (0)316 380 1820
Fax: 0043 (0)316 380 9175

(2) https://sowi-av.uni-graz.at
sowi-av(at)uni-graz.at
Tel.: 0043 (0)316 692 858