

## Data Protection Declaration for the Website of the SADC-QA project at the University of Potsdam

We process personal data that we collect when you visit our website under the applicable data protection laws, in particular the EU General Data Protection Regulation (GDPR) and the Brandenburg State Data Protection Law (BbgDSG).

The controller in the context of GDPR and other national data protection laws of member states, as well as other data protection regulations, is:

The University of Potsdam  
represented by President Prof. Oliver Günther, Ph.D.

Address:

Am Neuen Palais 10  
14469 Potsdam  
Telefon +49 331 977-1220  
Telefax +49 331 977-1089  
buero.praesident@uni-potsdam.de

### **Purpose of the processing and legal basis**

The Internet site serves to provide the public with information regarding the SADC-QA project. The legal basis for data processing related to visiting the site is provided by Section 6 subsection 1 sentence 1 letter e of the GDPR in conjunction with Section 3 subsection 7 of the Brandenburg Higher Education Act (BbgHG) and Section 5 subsection 1 of the Brandenburg State Data Protection Law (BbgDSG). If the University solicits consent (for example, a contact form) from affected persons for the collection of personal data, then Section 6 subsection 1 sentence 1 letter a GDPR serves as the legal basis.

### **Logging**

Every time our website is accessed, the following data is stored in log files for the purposes of operational and data security as well as statistical purposes:

- IP addresses,
- Time at which the site was accessed,
- UserAgent (browser and operating system),
- The sites and content elements called up, and
- Referrer URLs provided.

This data shall be stored for a maximum of seven days.

The University of Potsdam uses statistical analysis to improve our web presence. This process uses the aforementioned data in a way that anonymizes IP addresses and stores them for a maximum of 12 months.

## **Cookies**

When you visit our website, “session cookies” are filed and stored on your computer. Cookies are small text files that serve to make Internet offerings more user friendly, more effective and more secure. Our legitimate interest in data processing under Section 6 subsection 1 f GDPR lies in these purposes. Cookies do not cause any damage to your computer, nor do they contain any viruses. Session cookies are usually deleted automatically after you leave our website. You have the option of deactivating the saving of cookies by adjusting your browser’s settings. Please note that if you deactivate cookies you may not be able to use the full scope of all the functions on our website.

## **Social Media**

The website of integrates links to various social media platforms such as Facebook, Twitter and Instagram, among others. It does not integrate data such as the “Like” button; instead, the links are meant exclusively to connect to the external presence on the respective platform. No data relevant to data protection is saved.

## **Your rights**

Affected persons have the rights enumerated in Articles 15 – 22 of the GDPR, specifically: If we require your permission to process your data, you have the right to withdraw your consent to such processing of personal data in the future, at any time and without reason. The withdrawal of your consent does not affect the lawfulness of processing based on consent before its withdrawal.

You have the right to request from us, free of charge, information about the processing of personal data pertaining to you. This right to information includes, in addition to a copy of your personal data, the purposes of data processing, data recipients and the duration of storage (right of access).

If incorrect personal data is being processed, you can request that we immediately rectify this data. If the legal conditions arising from Section 17 and 18 of the GDPR are met, then you also have the right to the immediate erasure of personal data or to the restriction of data processing. Please note that restricted data processing may not be possible under certain circumstances. Moreover, under the conditions laid down in Section 21 of the GDPR, you can object to the processing of personal data done on the basis of Section 6 subsection 1 letters e or f. Finally, under the conditions laid down in Section 20 of the GDPR you have the right to receive your personal data in a structured, commonly used and machine-readable format including the right to have that data transmitted to another controller.

We would like to ask that you contact the following person if you wish to exercise the aforementioned rights of withdrawal, access, rectification, erasure, data portability or restriction of processing:

Mr. Marcel Faaß  
University of Potsdam  
Center for Quality Development  
Am Neuen Palais 10  
14469 Potsdam, Germany  
Telephone: +49 331 977 4932  
Fax: + 49 331 977 1868  
Email: [faass@uni-potsdam.de](mailto:faass@uni-potsdam.de)

If you believe that the processing of your personal data is not being done in a lawful way, then you have the right to lodge a complaint with a supervisory authority.

You can contact the University's official Data Protection Officer if you have questions regarding data protection:

Dr. Marek Kneis  
Am Neuen Palais 10  
14469 Potsdam, Building 22, Room 1.14  
Telephone +49 331 977-124409  
Fax: +49 331 977-1297  
datenschutz@uni-potsdam.de

### **Objection to promotional emails**

Third parties are not allowed to use contact data published in the website's legal notice or comparable information, such as postal addresses, telephone and fax numbers, or email addresses to send information that has not been explicitly requested. We reserve the right to take legal action against senders of spam mail in cases which violate this prohibition.