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## Privacy policy for Aspirant Grant (Postdoc)

The following explanations contain information on the processing of your personal data in accordance with Art. 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation, hereinafter: GDPR).

### 1. Personal information

In order to fulfil the purposes listed under 3 below, it is necessary for KIT to process personal data concerning you. According to Art. 4, No. 1 GDPR, personal data is “any information relating to an identified or identifiable natural person”.

### 2. Controller and Data Protection Officer

Responsible for data processing within the framework of the GDPR and other data protection regulations is

Karlsruhe Institute of Technology (KIT)  
Kaiserstraße 12  
76131 Karlsruhe  
Germany  
Phone: +49 721 608-0  
Fax: +49 721 608-44290  
E-mail: [info@kit.edu](mailto:info@kit.edu)

KIT is a corporation governed by public law. It is represented by the Acting President Prof. Dr. Oliver Kraft.

You can contact the Data Protection Officer of KIT by e-mail at [datenschutzbeauftragter@kit.edu](mailto:datenschutzbeauftragter@kit.edu), via mail at the above address with the addition "Die Datenschutzbeauftragte" (the data protection officer), or by phone under +49 721/608-41057.

### 3. Data processing

We collect and process your personal data for the execution and administration of the Aspirant Grant (Postdoc). If the data is used for evaluation and quality assurance measures, this is done exclusively in anonymous form.

Within KIT, the data will only be forwarded to the offices responsible for the implementation and processing of the Aspirant Grant (Postdoc), in particular to the Business Units Karlsruhe House of Young Scientists (KHYS), Legal Affairs (RECHT), Financial Management (FIMA) and Human Resources (PSE) and to the selection committee consisting of members of the KHYS Steering Committee.

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The legal basis for the processing of your personal data for the execution and administration of the Aspirant Grant (Postdoc) is Art. 6, par. 1, subpar. 1, (b) GDPR since the data is required for the performance of the contract or in order to take steps at your request to entering into a contract.

Since the funds for the Aspirant Grant (Postdoc) are provided by the Helmholtz Association, your data will be forwarded to the Helmholtz Association (Hermann von Helmholtz-Gemeinschaft Deutscher Forschungszentren e.V., Headoffice and office Bonn, Ahrstraße 45, 53175 Bonn) for reporting purposes. In addition, KIT is obliged by law to report grant payments to the tax office responsible for you. The legal basis for the transmission of your personal data to the tax authorities is Art. 6, par. 1, subpar. 1, (c), par. 3 subpar. 1 (b) in conjunction with § 93a German Tax Code in conjunction with the Ordinance of Notification of the Finance Offices by Federal Agencies (“Mitteilungsverordnung”).

#### 4. Storage duration

The personal data will only be stored for as long as it is necessary to fulfil the above-mentioned purposes or as long as this is provided for by law. For the fulfilment of tax law obligations, the data are kept for a period of 10 years. As soon as the above-mentioned purposes have been achieved or ceased to exist, the relevant personal data will be erased without undue delay.

#### 5. Rights

You have the following rights regarding your personal data:

- the right to obtain confirmation as to whether data concerning you is being processed and information on the data processed, further information on data processing, and copies of data (Art. 15 GDPR)
- the right to rectify or complete inaccurate or incomplete data (Art. 16 GDPR)
- the right to erasure of data concerning you without undue delay (Art. 17 GDPR)
- the right to restriction of processing (Art. 18 GDPR)

You also have the right to lodge a complaint with a supervisory authority about the processing of the personal data concerning you by KIT (Art. 77 GDPR). Supervisory authority of KIT in the sense of Art. 51, par. 1 GDPR is:

The State Commissioner for Data Protection and Freedom of Information Baden-Württemberg  
(Landesbeauftragter für den Datenschutz und die Informationsfreiheit Baden-Württemberg)

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