

Information for applicants according to Art. 13 GDPR

#### 1) Controller as determined in the GDPR

Ms. Ellen Biesenbach

Managing Director of Familienservice gGmbH at the University of Freiburg

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Telephone: +49 (0) 761 203 8550

#### 2) Contact data of the data protection officer

Ms. Juliane Lassen

Email: [juliane.lassen@familienservice.uni-freiburg.de](mailto:juliane.lassen@familienservice.uni-freiburg.de)

Telephone: +49 (0) 761 203 4296

#### 3) Purpose and legal basis of data processing

We, the Familienservice gGmbH, require your data in order to allocate the day-care spots of the four day-care centres of the University of Freiburg. As the spots of the university day-care centres are reserved primarily for children of university members, we need to check whether you are a member of the university. If you do not consent to the processing of your data, unfortunately, we cannot consider your application for a day-care spot for your child. The legal basis for data collection is the performance of a contract according to Art. 6 subsection 1(b) GDPR.

#### 4) Recipients of personal data

We collect and receive the data via the online form and transfer the data to the director/s of the respective day-care centre/s you indicated in the online form.

#### 5) Processing and storage of personal data

We and the day-care centres store the data until the allocation of day-care spots is completed. If we were able to allocate you a day-care spot for your child, the data will become part of the contract between you and the day-care centre. We will delete digital records of your data. If we were not able to allocate you a day-care spot for your child for the entry date you indicated, or if you reject the offered spot, we will delete your data.

#### 6) Rights of the data subject

You have the right of access to your stored data (Art. 15 GDPR), the right to rectification (Art. 16 GDPR), to erasure (Art. 17 subsection 1 GDPR), to restriction of processing (Art. 18 GDPR), to object data processing (Art. 21 GDPR) and the right to data portability (Art. 20 GDPR).

If you would like to exercise these rights, please contact the responsible data protection officer.

If you are of the opinion that the processing of your data does not comply with data protection regulations, you can contact the responsible supervisory authority: commissioner for data protection and freedom of information of Baden-Württemberg (Landesbeauftragte für den Datenschutz und die Informationsfreiheit Baden-Württemberg).