

The Technical University of Kaiserslautern & DFKI notice for the Project Partner Call for the Data Science for Social Good Germany Summer Programme

The Technical University of Kaiserslautern engages at ensuring the privacy and confidentiality of applicants within our application tool.

The University is also engaged in protecting the privacy of those who come into contact with us and equally those to whom marketing materials are sent.

This transparency notice applies to:

Project Partner Call for the DSSGx Germany Summer Programme

How we use your personal Information

If you apply on behalf of your organisation to partner with the DSSG Germany Summer Programme by submitting potential projects, we will collect your name, contact details and those of other stakeholders within your organisation that you provide. Please ensure that you have authority to disclose personal details of the stakeholders.

These will be accessible to only members of the DSSG Germany committee team, staff who administer this application portal, and to referees and committee members involved in assessing proposals. The DSSGx Germany committee will make those accessing the applications aware of the confidentiality of the information as described in this note.

The personal information aims for:

- Administering the application process
- Contacting you regarding next steps such as a scoping session and a data sharing agreement for a successful application.
- Contact you to let you know about the outcome of your application.

Our information storage and information management policies are in line with GDPR regulations, comprising EU legislation protecting personal information rights. Find out more about GDPR here: <https://www.eugdpr.org/>.

Lawful basis for using your personal Information

We will only use your personal information where the law allows us to. We use your personal information where it is necessary to fulfil a contract and assess your suitability to be a

partner for the DSSG Germany Summer Programme, as well as to monitor outputs and outcomes of the event.

Information sharing

The application form will be shared with the operational team within the Technical University of Kaiserslautern and its steering committee and with referees acting on its behalf. We share your information with third party service providers who provide services to us.

The following activities are carried out by third-party service providers on our behalf:

- Archiving and records management
- IT support and maintenance We do not allow our third-party service providers to use your personal information for their own purposes. We only permit them to process your personal information for specified purposes and in accordance with our instruction.

Successful applications are required to sign a data sharing and collaboration agreement which governs the publicity, non-disclosure and IP arrangements for projects that stem from the information submitted in this form. Unsuccessful applications might be referred to relevant research groups or applied MSc projects if the relevant box is ticked on the application form.

We acknowledge the importance of keeping details in your submission confidential. This is necessary to encourage the submission of innovative proposals, proposals affecting vulnerable populations and to encourage open communication.

By ticking the box “I consent with my application to be shared with...” you opt-in to information sharing with the named partner. We are then able to introduce you to relevant research groups and applied degree programs if the opportunity arises. For example, in the past some of the unsuccessful bids have turned into MSc projects; this is not guaranteed. For this reason we share the project description and your contact information with the named parties.

Information security

We have put in place:

1. Appropriate security measures to prevent your personal information from being accidentally lost, altered, disclosed, used or accessed in an unauthorised way.
2. Procedures to deal with any suspected information security breach and to notify you and the applicable regulator of a suspected breach where we are legally required to do so.

The information will be collected via Flexi Grant and will be securely stored in TU Kaiserslautern Sharepoint and/or MS forms. The servers for Sharepoint are based in Kaiserslautern.

Linking to other websites

This transparency notice only covers the TU Kaiserslautern DSSG Germany Summer Programme project partner application form.

How long will we keep your personal information?

We will keep your personal information submitted via this form for up to 2 years. Additionally, we will remove contact details upon request according to law.

Your rights

You have the right to be informed on how we collect and use your information, the right to access this information, to rectification, to erasure, to restrict processing, to information portability, to object to how we use your information, and rights in relation to automated decision making and profiling.

To exercise any of your rights in relation to your personal information, email vollmer@informatik.uni-kl.de

Contact us

For further information, to provide feedback on our transparency notice, or if you would like for us to remove any of your personal information that we hold, **email** [**vollmer@informatik.uni-kl.de**](mailto:vollmer@informatik.uni-kl.de)