

Data Privacy Policy

For the Dual Career Service

With these instructions, we are informing you about the processing of your personal data in the context of dual career counseling by the Family Service of the International Office and Family Services at Philipps-Universität Marburg (UMR), Bunsenstraße 3, 35037 Marburg, Germany.

1. Responsibility for data processing

The President
Philipps-Universität Marburg
Biegenstraße 10
35037 Marburg, Germany

You can reach the Data Protection Officer by mail at the address above or by e-mail at datenschutz@uni-marburg.de.

2. Data that are processed

We process personal data that we receive in the course of providing counseling, primarily on the topic of searching for career opportunities and job searches for the spouses or domestic partners of newly appointed professors, junior scientists and managers in the area of central administration and service institutions. Essentially, these are personal data about the person seeking counseling (and family, if applicable) and their contact details, about the curriculum vitae and professional development, as well as about other counseling concerns that are recorded, collected and processed.

3. Purposes of data processing

We process the personal data referenced above in accordance with the provisions of the EU General Data Protection Regulation (GDPR) and the Hesse Data Protection and Freedom of Information Act (HDSIG). Processing of personal data takes place:

- On the basis of your consent (Art. 6 Para. 1a GDPR): Insofar as you have given us consent to process personal data for specific purposes, the legality of this processing is based on consent. Consent given can be revoked at any time without filling out any forms by sending an e-mail to dualcareer@uni-marburg.de. Please note that the revocation is effective only for the future.

4. Recipients of the data and storage period

The data are stored and processed for counseling purposes, and within Philipps-Universität Marburg, only the Family Service staff and the head of Department VI have access to these data. No other persons within the institution have access to these data. Personal documents will be disclosed to third parties only with prior written consent and only within the scope of the requested support service.

Your personal data is transmitted within and outside Philipps-Universität Marburg to establish contact only if this is desired by means of the consent. (Cooperating) companies and other employers in the region are responsible for their own data protection after the personal data have been transferred.

We process and store your personal data as long as it is necessary for the fulfillment of our contractual and legal obligations. 24 months after the end of the counseling process or after contact has been terminated, all data that can be traced back to the person will be deleted. Data collected during the counseling process is kept for the duration of counseling and deleted or anonymized after the end of the counseling¹. Anonymized data will be kept to document² the counseling.

Data in the context of appointment negotiations will be deleted after 24 months, as long as no dual career support has been explicitly mentioned and requested.

5. Data protection rights of the data subject

In accordance with the regulations on data protection, data subjects have rights based on the data processing of personal data by the controller for the purposes mentioned above. Accordingly, data subjects have a:

- **Right of access**, according to which you can request information about the personal data processed about you and further information concerning the data processing;
- **Right of rectification**, according to which you can request the rectification of inaccurate personal data;
- **Right to restriction of data processing**, provided that you can show a legitimate reason to restrict data processing;
- **Right to erasure**, provided you can show a legitimate reason for erasure;
- **Right to data portability**, according to which you can receive the personal data you have given to the controller prepared in a structured, common and machine-readable format as well as the right to transfer this data to another controller.
- **Right to object**, according to which you may object to data processing on grounds relating to your particular situation;
- **Right to lodge a complaint** with a supervisory authority if you consider the processing of personal data concerning you to infringe on applicable legal standards;
- You have the right to revoke your consent to data processing in whole or in part at any time without giving reasons. You can declare this revocation without having to fill out a form to the Dual Career Service at Philipps-Universität Marburg via e-mail sent to dualcareer@uni-

¹ These data are anonymized to the extent that all data revealing the person are deleted. Only the data about the counseling process, such as duration of counseling and counseling topics, are stored for documentation purposes.

² The documentation is intended to provide an overview of counseling topics and the scope of counseling. They do not contain any personal data.

marburg.de. Revocation will result in the prohibition of any further use of your data for the future. The lawfulness of the previous processing of your personal data remains unaffected by your revocation.