

Umweltbundesamt GmbH

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Privacy notice

(according to Article 13 and Article 14 of the GDPR)

- The protection and lawful processing of your personal data are a matter of great importance for us, the Umweltbundesamt GmbH (Environment Agency Austria). We would like to make processing transparent for you. The purpose of this privacy notice is to inform you about how your data will be processed. This also applies to personal data which will be collected in the future.
- You must provide us with those personal details that are necessary for the proper implementation of the business relationship, for the fulfilment of legal obligations or for the performance of tasks which are carried out in the public interest, in particular within the meaning of the Environmental Control Act.
- Personal data is all information that refers to an identified or identifiable person and thus information that can be assigned to you individually, e.g. your name, your address, your telephone number or your e-mail address.

Responsible body for the processing of personal data:

Umweltbundesamt GmbH
(Environment Agency Austria)
Spittelauer Lände 5
1090 Vienna, Austria

A data protection officer has been appointed.

Contact address: datenschutzbeauftragter@umweltbundesamt.at

Purposes and lawful basis for data processing:

We process your personal data

- For the fulfilment of contractual obligations or for the implementation of pre-contractual measures (Art 6 para 1 point b): The purpose of processing is in particular to provide all the services the Umweltbundesamt GmbH offers in Austria and abroad, in particular scientific research, preparation of expert opinions, provision of expert expertise, cooperation etc. and related activities (e.g. event organisation).

- For the fulfilment of legal obligations (Art 6 para 1 point c) of the GDPR and for the performance of tasks carried out in the public interest (Art 6 para 1 point e) GDPR): The purpose of processing is to fulfil various statutory requirements, in particular those pursuant to Section 6 of the Environmental Control Act as amended, *leges speciales* of environmental law e.g. Section 43 of the Austrian Emissions Allowances Act, and requirements included in tax, company or criminal law.

- In order to protect legitimate interests (Art 6 para 1 point f) of the GDPR): We may process your data to protect our legitimate interests. In this case, the purpose of processing is to respond to your enquiries, and to pursue our interest in initiating, maintaining or intensifying a business relationship with you as an existing and potential customer, unless you object to the use of your data pursuant to Art 21 of the GDPR.

- Within the scope of your consent (Art 6 para 1 point a) of the GDPR): If you have given us your consent to the processing of your personal data, processing will be carried out only within the scope specified and agreed in the declaration of consent. Any consent given can be withdrawn independently with future effect. The withdrawal of consent does not affect the lawfulness of processing based on consent before its withdrawal.

Data categories:

Depending on the individual case, the following data will be processed in particular:

- Master data
- Contact details
- Birth date

- Company register and land registry data
- Social security data, VAT, company registration and central registry of associations number
- Texts of contracts and business correspondence, memoranda
- Regulatory duties
- Bank and transfer details
- Copies of identity documents
- Details which are required to assert a claim (e.g. due dates and invoice dates)

We receive your data on a regular basis from you, via third parties acting as intermediaries or from publicly accessible registers (e.g.: company register, land registry, population register), or from general public sources (e.g. internet).

Receiver categories:

Within the Umweltbundesamt GmbH your data are processed by those employees who need these data for the fulfilment of contractual and legal obligations, for the performance of a task which is carried out in the public interest or to safeguard legitimate interests of the Umweltbundesamt GmbH.

Transfer to third countries or international organisations:

A transfer of your personal data is only carried out on the basis of legal or contractual authorisation or provisions or if you have given us your consent.

Storing personal data:

Where necessary, your personal data will be processed and stored for as long as necessary for the fulfilment of our contractual duties (in particular for the duration of the business relationship) and legal obligations (in particular statutory storage obligations), and to safeguard against any warranty claims or claims for damages.

If the processing of your personal data is based on your consent, processing will be carried out until you withdraw your consent.

For various legal reasons, the minimum period for which the data is stored is 7 years. The erasure of the data takes place thereafter, provided there are no legal obligations which require that the data is stored for a longer period of time.

Changes to this privacy notice may be necessary from time to time for legal or organisational reasons.

Your rights in relation to your personal data:

As a data subject you have the right to request information according to Art 15 of the GDPR, and the right to rectification according to Art 16 of the GDPR. You can also demand the erasure of your personal data according to Art 20 of the GDPR, provided that there are no legal storage obligations.

If you have any questions or requests regarding the processing of your personal data, or would like to submit an application in accordance with the above-mentioned GDPR provisions, please send them by e-mail to our data protection officer: datenschutzbeauftragter@umweltbundesamt.at.

To protect your privacy and security, we reserve the right to verify your identity before taking any of the above measures.

If you believe that the processing is unlawful, you can lodge a complaint with the competent supervisory authority. In Austria this is the data protection authority.

4 June 2018