

## Publication of work-related data on UnivIS and on websites belonging to Kiel University

Kiel University (CAU) uses the www-based information system, UnivIS, and its websites, to present information on the range of lectures on offer and the university's facilities. It also provides contact details and persons responsible within the facilities. Publication takes place as part of performance of the public tasks assigned to the University. Data entered in UnivIS is usually made available via the Internet.

Data sets on individuals in UnivIS on the websites may **only contain work-related data**. This information is listed in detail in the declaration below.

- First and surname, title
- Work address, work telephone and fax numbers, pager or mobile number
- Work e-mail addresses, www addresses (URL), work homepages
- Details of the work roles, lectures I supervise and co-supervise within the range on offer at the CAU

The declaration of agreement must be signed by the people involved before any of their data may be published by UnivIS or on any CAU websites. Providing your signature is voluntary and may be revoked at any time.

Please note: worldwide publication of personal-related work data via UnivIS and on CAU websites is not completely risk-free in terms of privacy. For example, published data on responsibilities can often easily be connected to other personal information on the employees which either they themselves or others have stored online in a private context (either consciously or unconsciously). These risks should be viewed in light of the university's requirements for transparency and its modern image.

**You have the right to revoke your consent at any time, without specifying reasons for doing so.** This revocation only affects the future, i.e. processing up to the date of revocation remains valid. Consent may be revoked using the following contact data, by specifying the consent you wish to revoke: Daniela Geißler, Data Protection Officer, e-mail: [dgeissler@praesidium.uni-kiel.de](mailto:dgeissler@praesidium.uni-kiel.de)

In addition to the above-mentioned right to revoke your consent, you also have a right to:

- **information** about your personal data stored with us
- **correction** of any incorrect data stored
- **deletion** of any data we have about you which is no longer needed
- **restrictions** on the processing of your data, subject to certain conditions. This may be the case, for example, if deletion is not possible, but the data may no longer be processed.
- **transferability** of your data. This right applies in particular if you have given your consent to the processing of your data, or if processing of the data is necessary in order to fulfil a contract. The right to data transferability does not exist, insofar as your data is processed during fulfilment of the university's statutory tasks.
- make a **complaint** to a supervisory authority. If you believe that the processing of your data is in violation of the legal provisions, you can lodge a complaint with the supervisory authority (Unabhängiges Landeszentrum für Datenschutz Schleswig-Holstein, Holstenstraße 98, 24103 Kiel), or with Kiel University's Data Protection Officer (Stella Thoben, e-mail: [sthoben@uv.uni-kiel.de](mailto:sthoben@uv.uni-kiel.de))

If you wish to exercise a right, then please contact the relevant university office or the CAU's Data Protection Officer. We would like to draw your attention to the fact that in certain cases we may require additional information from you in order to determine your identity. In this way we can, for example, ensure that information is not released to unauthorised persons under the right to receive information.

Date: May 2022

## Declaration of agreement to data being published

I have read and understood the information on publishing work-related data, in particular the right to revoke consent, and agree to my work details I have given below being published on the university's information system UnivIS, as well as potentially also on other CAU websites on the Internet:

- My first and surname
- My title(s)
- My work address incl. street, number, room, postcode and place
- My work telephone number
- My work fax number
- My work pager or mobile phone number
- My work e-mail address
- www address (URL) for my work homepage
- Details of the work positions I am involved in within CAU institutes and facilities associated with the CAU
- Details of the lectures I supervise and co-supervise within the range on offer at the CAU

Title:	
First name:	
Surname:	
Institution:	

---

Place, Date

---

Signature