Bielefeld University data protection declaration  
Scope: Entire university

Information on the processing of personal data:  
Registration of contact data in the buildings of Bielefeld University for the purpose of COVID-19 tracking

With these data protection notices, Bielefeld University fulfils its obligation to provide information in accordance with Articles 13, 14 of the EU Data Protection Regulation (EU-DSGVO) for the above-mentioned processing of personal data.

For the other terms used—‘personal data’, ‘processing’, ‘responsible person’, ‘third party’ etc.—see the definitions in Article 4 of the EU DSGVO.

1 Contact details (please complete the contact details of those responsible for data processing)

Bielefeld University, a corporation under public law under the State of NRW, is responsible for processing the data. It is represented by the Rector, Prof. Dr Ing. Gerhard Sagerer.

Contact details

Bielefeld University  
Universitätsstraße 25  
D-33615 Bielefeld  
Telephone: 0521 / 106 - 00  
Email: post@uni-bielefeld.de  
Web: https://www.uni-bielefeld.de

Contact details of the contact person

Name, first name: Bärbel Bonin  
Email: baerbel.bonin@uni-bielefeld.de  
Telephone: 0521 – 106 3329

Contact details of data protection officers

The data protection officers can be contacted by post at the above address.  
Telephone: 0521 106-5225  
Email: datenschutzbeauftragte@uni-bielefeld.de

2 Personal data processed and purposes

Because the university is being reopened gradually, it is obliged to collect contact details of all people entering the university buildings. This measure will help to contain the coronavirus pandemic and assist the health authorities in tracing chains of contact of infected persons and, if necessary, contacting those who have been in their vicinity.

Contact data are collected in two alternative ways: (1) by registering the Uni-Card on a hand scanner. (2) by filling out the corresponding paper form. Visitors to the university are free to choose which option they wish to use, but for the sake of simplicity and faster processing, the first option is recommended.

The following data is stored when personal data is collected using the Uni-Card:

• Card number  
• Timestamp

As an alternative, visitors may provide the following personal data themselves on a paper form:

• Name
3 Legal bases of data processing

Personal data are collected for the purpose mentioned in 2. in accordance with Art. 6 Para. 1 lit e DSGVO in conjunction with § 2a Corona Protection Ordinance in the version valid from 12 August.

4 Data transfer

In the event of a justified suspicion of a possible infection, the data of the persons concerned will be forwarded to the responsible health authority for the purpose of contacting those who were present in the university buildings at the corresponding time.

5 Duration of processing/Data deletion

The retention period for the collected data is four weeks according to § 2a para. 3 Corona Protection Ordinance. Afterwards, registration files will be deleted and paper forms will be destroyed in accordance with data protection regulations.

6 Your rights as a data subject

As a data subject, you can at any time exercise the rights granted to you by the EU-DSGVO:

- Right to information (Article 15 EU-DSGVO),
- Right of rectification (Article 16 EU-DSGVO),
- Right of cancellation (Article 17 EU-DSGVO)
- Right to restrict processing (Article 18 EU-DSGVO)
- Right to data transferability (Article 20 EU-DSGVO),
- You have the right to revoke your consent at any time. Revocation of consent does not affect the lawfulness of the processing carried out on the basis of the consent until revocation. You will not suffer any disadvantages from the revocation or failure to grant consent (Art. 7 EU-DSGVO)

In addition to the rights mentioned above, you have the right to lodge a complaint with the supervisory authority for data protection (Art. 77 EU-DSGVO), for example with the Landesbeauftragten für Datenschutz und Informationsfreiheit Nordrhein-Westfalen Kavalleriestraße 2-4 40213 Düsseldorf

We reserve the right to amend this data protection declaration in order to adapt it to changes in relevant laws or regulations or to better meet your needs. This data protection declaration is valid in the form of the latest version published by Bielefeld University.