

# **PRIVACY POLICY**

## **MLZ User Office online system**

### **Status 3 August 2018**

We are very delighted that you have shown interest in our facility.

The MLZ represents the scientific cooperation between the Technische Universität München (TUM) and two research centres of the Helmholtz Association, namely Forschungszentrum Jülich (FZJ) and Helmholtz-Zentrum Geesthacht (HZG) to exploit the scientific use of the Forschungs-Neutronenquelle Heinz Maier-Leibnitz (FRM II) in Garching near Munich. Our facility will be named MLZ throughout the present document and deals with the use of the User Office web portal.

Data protection is an important concern for the MLZ Partners. We want you to know when we store which data and how we use it. Personal data is only collected on the MLZ User Office web server managed by the Technische Universität München to the technically necessary extent. Data processing is subject to the European Union's General Data Protection Regulation (GDPR), Regulation EU 2016/6790.

Below we inform you about the type, scope and purpose of the collection and use of personal data. This information can be retrieved from our website at any time.

#### **DEFINITION**

Your personal sensitive data consist of the following information

- Date of birth
- Place of birth
- Private address
- Nationality
- ID card number
- Mobile phone number

available in your profile and they are used to grant the access to MLZ for an experiment.

#### **TECHNICAL IMPLEMENTATION**

The web servers of the MLZ User Office is operated by the Forschungs-Neutronenquelle Heinz Maier-Leibnitz of the Technische Universität München.

Forschungs-Neutronenquelle Heinz Maier-Leibnitz (FRM II)  
Lichtenbergstr. 1  
85748 Garching near Munich

#### **LOG**

When you access this or other websites, you transmit data to our web server via your Internet browser. The following data is temporarily recorded in a log file during a connection for communication between your Internet browser and our web server:

- IP address of the requesting computer
- Date and time of access
- Name, URL and transferred data volume of the retrieved file
- Access status (requested file transferred, not found, etc.)
- Identification data of the browser and operating system used (if transmitted by the requesting web browser)
- Website from which the access was made (if transmitted by the requesting web browser)

The data in this log file is processed in individual cases, i.e. in the event of reported faults, errors and security incidents, a manual analysis is performed.

The FRM II does not merge the IP addresses contained in the log entries with other databases, so that the FRM II cannot draw conclusions about individual persons.

## **ACTIVE COMPONENTS**

Active components such as JavaScript, Java applets or Active-X controls are used on this website. You can deactivate this function by setting your Internet browser.

## **DATA PROTECTION OFFICER**

If you have any questions about data protection, please write us an e-mail or contact our data protection officer directly:

Prof. Dr. Uwe Baumgarten  
Technische Universität München  
Boltzmannstr. 3/1  
85748 Garching  
Germany  
Telefon: +4989289-17052  
E-Mail: [beauftragter@datenschutz.tum.de](mailto:beauftragter@datenschutz.tum.de)

## **LEGAL TERMS OF PROCESSING**

The basis of our processing of data is Article 6 (1) (e & f) of the General Data Protection Regulation (GDPR). This is also based - in the context of balancing of interests - the processing of your data beyond the actual performance of the contract, for the protection of legitimate interests of us or third parties, eg. As for measures for building and plant safety or measures to ensure the home.

## **DELETION OR BLOCKING OF DATA**

We adhere to the principles of data avoidance and data economy. Therefore, we only store your personal data for as long as is necessary to achieve the purposes mentioned here or as provided for by the various storage periods provided for by law.

## **YOUR GENERAL RIGHTS TO INFORMATION, CORRECTION, SUSPENSION, CANCELLATION AND OPPOSITION**

You have the right to receive information about your personal data stored by us at any time. Likewise, you have the right to correction, blocking or, apart from the prescribed data storage for business transactions, deletion of your personal data. Please contact our data protection officer. The contact details can be found at the bottom. You can make changes or revoke your consent by notifying us with effect for the future.

## **COOKIES**

In order to extend the functional scope of our Internet offer and to make its use more convenient for you, we use "cookies" in some cases. With the help of these cookies, data can be stored on your computer when you access our website. However, you can deactivate the storage of cookies or set your browser so that cookies are only stored for the duration of the respective connection to the Internet. However, this could limit the functional scope of our offer.

Videos on this website are partly embedded from YouTube. When playing the videos, the service provider may store cookies on the user's computer. We cannot influence this storage.

## **NEWSLETTER**

If you register for our newsletters with your postal business address, we will only use your postal address to send you our newsletter until you unsubscribe. You can unsubscribe at any time by sending us a corresponding message, or by editing your profile.

The postal addresses for sending are stored on the MLZ User Office server of the FRM II and are not used for any other purposes than sending the newsletter.

## **EMAIL COMMUNICATIONS**

Important communications per email to your registered email address will be sent by the MLZ User Office. You can unsubscribe at any time by sending an email to [useroffice@mlz-garching.de](mailto:useroffice@mlz-garching.de).

## **ONLINE FORMS**

Personal sensitive data that you may provide to us in all forms on our web servers will only be accepted with your consent and will only serve the purpose stated in the forms. Please note the relevant information on the forms.

Only the personal sensitive data that is absolutely necessary is collected in all forms. Usually the personal sensitive data are stored in a database of the MLZ User Office server and are accessible

to the relevant FRM II staff members. Your data will not be passed on to third parties unless this is explicitly stated in the form.

You can revoke your consent for your sensitive data at any time in the future by sending an email to [useroffice@mlz-garching.de](mailto:useroffice@mlz-garching.de), and the data will be deleted after the annual statistics for the MLZ shareholders will be compiled.

You can also revoke the consent to all other information, among which scientific proposals and reports, uploaded by you in the online MLZ User Office system at any time in the future by sending an email to [useroffice@mlz-garching.de](mailto:useroffice@mlz-garching.de). This other information will be deleted after 10 years, due to the scientific and review records needed at the MLZ.

## **ELECTRONIC MAIL (E-MAIL)**

Information that you send us unencrypted by electronic mail (e-mail) may be read by third parties during transmission. As a rule, we cannot verify your identity and do not know who is behind an e-mail address. A legally secure communication by simple e-mail is therefore not guaranteed. Like many e-mail providers, we use filters against unwanted advertising ("SPAM filters"), which in rare cases automatically classify and delete normal e-mails as unwanted advertising by mistake. E-mails containing harmful programs ("viruses") are automatically deleted by us in any case.

## **LINKS**

A distinction must be made between our own content and cross-references ("links") to the websites of other providers, which are marked in this way:

Internal links: Data protection declaration

External links: Bavarian State Commissioner for Data Protection

These links merely provide access to the use of external content in accordance with § 8 Telemediengesetz (TMG). We have no influence on whether their operators comply with the data protection regulations. The respective provider of the site is solely liable for illegal, incorrect or incomplete content and in particular for damages arising from the use or non-use of information of third parties.

## **CHANGES TO THE PRIVACY POLICY**

We reserve the right to occasionally adapt our data protection provisions so that they always comply with current legal requirements or to implement changes to our services in the data protection declaration. We encourage you to review this Privacy Policy periodically to keep abreast of the privacy of the personal information we collect. Your continued use of the Service constitutes your acceptance and updating of this Privacy Policy.