

### ***Information about the processing of personal data***

#### **Information about the processing of your personal data in the application and assessment procedure of your funding application**

In the following, we would like to inform you about the collection and processing of your data in connection with the application and assessment procedure in pursuit of a financial grant for your proposed research project.

#### **1. Contact details of the responsible person and data protection officer**

Responsible for the data processing described below is the Hermann von Helmholtz Association of German Research Centers e.V. (hereinafter "Helmholtz Association"), Anna-Louisa-Karsch-Str. 2, 10178 Berlin.

In case of any questions or concerns regarding data protection, please contact our Data Protection Officer(s) via e-mail at [datenschutz@helmholtz.de](mailto:datenschutz@helmholtz.de) or by post to the address given above, with the addition "Data Protection Officer".

#### **2. Data processing in the assessment and application process**

As part of processing your funding application, we collect the personal data that you submit to us. The purpose of the collection of your data is to carry out the assessment procedure, which is necessary to review the conditions for the grant.

Your application data (in particular your name, date of birth, nationality, address, telephone number, e-mail address, motivation letter, curriculum vitae, details of your planned research project, your publications, patents, letters of recommendation, references and explanations) will therefore only be used for the purpose of completing the application and assessment procedure. In addition, we collect and process information about you in case application interviews are scheduled to take place.

The legal basis for data processing results from Art. 6 para. 1 lit. b GDPR.

The provision of your data is required for the possible approval of your funding application. You are not legally or contractually bound to submit this information to us. However, as we require information about you to complete our procedures, the possible consequence of non-provision is that we cannot consider you as an applicant.

#### **3. Access and transfer to third parties**

All data are processed exclusively by us and are not passed on to third parties. This does not apply to the recipients whom we approach as part of the assessment process. Your data will be sent to peer reviewers to support the selection process. These will only receive your data for the time period and to the extent that is necessary for the completion of the assessment.

This does not apply to the Helmholtz Zentrum München – Deutsches Forschungszentrum für Gesundheit und Umwelt GmbH that conducts part in the assessment process. It has access to your data and it will only receive your data for the time period and to the extent that is necessary for the completion of the assessment.

#### **4. Retention period**

We store your data only as long as it is necessary for the application and assessment procedure or in case we are obliged to do so for legal reasons or obligations.

#### **5. Rights of data subjects**

You are entitled to information (Art. 15 GDPR), correction (Art. 16 GDPR) or deletion (Art. 17 GDPR) of your personal data as well as the right of data transferability (Art. 20 GDPR). Furthermore, you can demand the restriction of data processing (Art. 18 GDPR) and object to the processing (Art. 21 GDPR) of your personal data as well as the right not to be subjected to a decision based solely on automated processing (Art. 22 GDPR).

All data protection concerns may be directed to the contact person listed under point 1 above.

#### **6. Right of appeal**

Finally, you have the right to complain to our data protection supervisory authority. You may assert this right with a supervisory authority in the Member State of your place of residence, your place of work or the place of alleged infringement. The responsible supervisory authority is: Berlin Commissioner for Data Protection and Freedom of Information (Berliner Beauftragte für Datenschutz und Informationsfreiheit), Friedrichstr. 219, 10969 Berlin.

#### **7. Data security**

We ensure that the data is protected by appropriate technical and organizational measures at all times.