

Form for the Mandatory Documentation of Contact Chains for On-Site Courses and Events (I)

In accordance with the current hygiene concept of Chemnitz University of Technology, the unit heads (faculties, central institutions, departments), line managers, and responsible persons (lecturers in lecture halls and seminar rooms, laboratory managers in laboratories, managers in offices) are responsible for monitoring compliance with the specific hygiene measures formulated in the hygiene concept in their respective area. As a participant in an on-site course or event, you are hereby explicitly informed that the measures of the hygiene concept are to be observed.

| Personal contact data of the participant | | | |
|--|-------------|------------------|---|
| Full name | Postal code | E-mail and phone | if necessary, indication of the group number for split on-site courses or exams |
| | | | |

Supplementary Data Protection Policy (copy for the participant)

In addition to the general information on data processing by the TUC (www.tu-chemnitz.de/tu/datenschutz.html), which must also be observed in this respect, this data protection declaration clarifies the nature, scope, and purpose of the processing of personal data in connection with the mandatory documentation of contact chains for on-site courses and events held in attendance. Grammatically masculine personal designations apply equally to persons of female, male, and neuter sex.

I. Name and Contact Data of the Responsible Person

Chemnitz University of Technology (represented by the President: Prof. Dr. Gerd Strohmeier), Straße der Nationen 62, 09111 Chemnitz, Germany, E-Mail: rektor@tu-chemnitz.de, Phone: +49 371 531-10000, Fax: +49 371 531-10009, Web: www.tu-chemnitz.de. If you have any questions regarding this data protection declaration or the associated data processing procedures, or if you wish to make use of the rights granted to you, please contact us at any time: Diana Schreiterer, Assistant in the President's Office (focus on university communication, marketing and science management), Phone: +49 371 531-35267, Fax: +49 371 531-835267, E-mail: diana.schreiterer@verwaltung.tu-chemnitz.de, Straße der Nationen 62, 09111 Chemnitz University of Technology, Room: 1/184B (new: A10.184.2).

II. Contact Data of the Data Protection Officer

Gernot Kirchner, Data Protection Officer at Chemnitz University of Technology, Straße der Nationen 62, 09111 Chemnitz, Germany, e-mail: datenschutzbeauftragter@tu-chemnitz.de, phone: +49 371 531-12030, fax: +49 371 531-12039, web: www.tu-chemnitz.de/rektorat/dsb/.

III. General Information on Data Processing

1. Extent and Purpose of the Processing of Personal Data

This form was developed in order to be able to trace the contacts of a person infected with the corona virus at Chemnitz University of Technology without friction losses and to comply with the mandatory collection of contact data. As a university, we are obligated to collect your personal data (name, telephone number and (TUC) e-mail address, postal code of the visitors as well as the period of the visit) in accordance with § 5 para. 6, 7 Regulation of the Saxon State Ministry of Social Affairs and Social Cohesion for the Protection against the Corona Virus SARS-CoV-2 and COVID-19 (Sächsische Corona-Schutz-Verordnung - SächsCoronaSchVO) of October 30, 2020 for the purpose of tracing infections. Information about the on-site course or event at Chemnitz University of Technology has already been completed on a separate form by the respective unit heads (faculties, central facilities, departments), line managers and responsible persons (lecturers in lecture halls and seminar rooms, laboratory managers in laboratories, managers in offices). The completed forms will be treated as strictly confidential. The data will be stored protected from access by third parties or possible disclosure. Access or insight is only permitted in the case of a (possible) infection with the corona virus and only by explicitly authorised persons of the University Management (Diana Schreiterer). The data may only be passed on to the responsible public health department of the City of Chemnitz upon their request for the purpose of tracing chains of infection, processing for other purposes is not permitted, unless otherwise stipulated by federal law. In summary, the purpose of collecting, storing and, possibly transmitting the data to the competent authorities (usually the local public health department) is to enable the traceability of infections with the coronavirus SARS-CoV-2 and the disease COVID-19.

2. Legal basis for the processing of personal data

The legal basis for the mandatory collection of contact data is Art. 6 para. 1 sentence 1 lit. c) DSGVO in conjunction with § 5 para. 6, 7 SächsCoronaSchVO of January 8, 2021. The SächsCoronaSchVO of January 8, 2021, will expire at the end of February 7, 2021. This means that the person responsible may no longer collect your data on this basis from February 8, 2021, onwards. The Saxon State Ministry for Social Affairs and Social Cohesion will decide on a possible extension of the SächsCoronaSchVO.

3. Storage duration (deleting data - limited retention)

The personal data processed by us are, protected from access through third parties, stored in a form which permits identification of the affected persons only for as long as is necessary for the purposes for which they are processed. The data collected will therefore be stored for a period of four weeks after the on-site course or event and must then immediately be deleted or destroyed in a data protection compliant manner by the person responsible (e.g. by means of a shredder at least security level P-4) without requiring a separate request on your part, see § 5 para. 6 sentence 4 SächsCoronaSchVO.

4. Recipient of the Personal Data

Personal data will only be processed by the following natural/legal persons: the respective unit heads (faculties, central institutions, departments), line managers and responsible persons (lecturers in lecture halls and seminar rooms, laboratory managers in laboratories, managers in offices) as well as explicitly authorized persons of the University Management of Chemnitz University of Technology (Diana Schreiterer). The data collected may only be passed on to the responsible public health department of the City of Chemnitz at their request for the purpose of tracing possible infection paths. Personal data will not be passed on to third parties not named here, nor will it be transferred to another EU country or to a third country or international organization.

5. Legal/contractual regulations on the provision of personal data and consequences of nonprovision

We also hereby inform you that the provision of the personal data for the above-mentioned purpose is required by law and you are obliged to provide the personal data. Failure to provide your personal data for the above-mentioned purpose has the consequence for you that you will not be able to participate in the respective on-site course or event.

IV. Rights of Affected Persons

If personal data are processed by you, you are an affected person in the sense of the DSGVO, so that you are entitled to the following rights against Chemnitz University of Technology (responsible party): right of information, right of correction, right of deletion, right of limitation of processing, right of information in case of disclosure, right of data transferability, right of objection, right of non-exclusively automated decision. To assert your rights towards Chemnitz University of Technology or in case of further questions regarding data protection, you can contact us at any time.

1. Right of Appeal to a Supervisory Authority

Without prejudice to any other legal remedy, you have the right to complain to a supervisory authority if you believe that the processing of personal data concerning you is in breach of applicable data protection legislation. The competent supervisory authority in the Free State of Saxony is, according to Art. 51 DSGVO in conjunction with §§ 14 ff. SächsDSDG: Saxon Data Protection Officer, Andreas Schurig, Devrientstraße 5, 01067 Dresden, Web: www.saechsdsb.de, E-mail: saechsdsb@slt.sachsen.de, Phone: 0351/85471-101, Fax: 0351/85471-109.

2. Further Information on Your Rights

Further information about your rights as an affected person can be found at the following link: www.tu-chemnitz.de/tu/datenschutz.html.

V. Currency of this Data Protection Policy

This privacy policy is currently valid and has the status of January 11, 2021.

Form for the Mandatory Documentation of Contact Chains for On-Site Courses and Events (II)

- to be filled in by the unit heads, line managers, and responsible persons -

| Information on the on-site event | |
|---|--|
| Name and contact data of the responsible person | |
| Date of the event | |
| Start time | |
| End time | |
| Location/room | |
| Have participants been instructed in the hygiene concept? | |

or

| Information on the on-site course or exam | |
|---|--|
| Title | |
| Number according to lecture catalogue or exam plan | |
| Date of the event | |
| Start time | |
| End time | |
| Location/room | |
| Name and contact data of the lecturer or examiner/exam supervisor | |
| Have participants been instructed in the hygiene concept? | |