Corresponding attachment for the application to conduct an oral videoconference exam outside the University or other institutions

Information pursuant to Articles 13 and 14 of the Data Protection Regulation (DSGVO) for conducting oral examinations by video conference

The protection of your personal data is a major concern of the University of Freiburg and we want you to be as well informed as possible about the processing of your personal data. Please take note of the following data protection declaration with regard to the processing of your personal data when conducting oral examinations by video conference.

<table>
<thead>
<tr>
<th>Responsible body for data protection law</th>
<th>Data protection officer</th>
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<tr>
<td>University of Freiburg</td>
<td>University of Freiburg</td>
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<tr>
<td>Friedrichstraße 39, 79098 Freiburg</td>
<td>The data protection officer</td>
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<tr>
<td>0761/203-0</td>
<td>Friedrichstraße 39, 79098 Freiburg</td>
</tr>
<tr>
<td><a href="mailto:datenschutz@uni-freiburg.de">datenschutz@uni-freiburg.de</a></td>
<td><a href="mailto:datenschutzbeauftragter@uni-freiburg.de">datenschutzbeauftragter@uni-freiburg.de</a></td>
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<td><a href="https://www.uni-freiburg.de">https://www.uni-freiburg.de</a></td>
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Purpose of data processing

Due to the corona epidemic, the use of electronic information and communication technologies (video conferencing systems) is permitted at the University of Freiburg during the period of limited examination operations for the conducting oral examinations under the conditions laid down in the statutes.

Priority is given to systems on the University’s own servers, in particular the virtual classroom system “Adobe Connect.” In addition, the service “DFNconf” from the German Research Network (Verein zur Förderung eines Deutschen Forschungsnetzes e. V. - DFN), which is tailored to the needs of research and teaching, can be used.

In order to be able to carry out oral examinations during the course of studies and the acceptance of oral coursework as video conferences, it is also necessary to process personal data of the participants (examinees and examiners).

Categories of data and data security

The following data will be processed:

- Name or pseudonym
Only the personal data of the participants which are (technically) necessary for the performance of the tests will be processed.

Digital exams are held in rooms at the University or in private rooms with suitable technical equipment. The participants ensure, in each case for their area of responsibility and location, that the exam is not accessible to third parties and cannot be overheard. Control of camera, sound and screen content is the responsibility of the participants themselves.

The video and audio data recorded via the camera and the microphone of your computer terminal, together with your IP address and device/hardware information, will be transmitted to servers in the secured machine room of the data center. When using DFNconf, the data is processed on servers of DFN-Verein. Optionally, when using a presentation, the transmission of the screen content can be enabled or a PowerPoint presentation (ppt/pptx file) can be uploaded.

To ensure the security of your personal data during transmission, the University of Freiburg uses state-of-the-art encryption methods (SSL and TLS). The video and audio data will be transmitted SSL-encrypted to the participants' end devices for the duration of the examination or the provision of the course work.

If the examinee is not personally known to at least one examiner, his/her identity must be verified in a suitable manner. For this purpose, it may be necessary to transmit identification data in the form of a copy (scan) of the identity card or a comparable official identity document to the Examinations Office by e-mail or in any other way in good time before the examination begins. The document must only contain the information required for the verification of identity and may otherwise be blacked out. The copy of the identity card will not be included in the examination files. In this context, we would like to point out that the transmission of data by e-mail has security gaps and that a complete protection of the data against access by third parties cannot be guaranteed. Alternatively, the document can also be sent by mail or fax.

**Legal basis for data processing**

- **Students**

  Art. 6 para. 1 lit. e, para. 3 DSGVO, in conjunction with § 12 para. 1 State Higher Education Act (LHG) in conjunction with the University Data Protection Regulation, as well as the relevant provisions of the University study and examination regulations and § 3 of the
statutes of the University of Freiburg on dealing with the effects of the corona pandemic in the area of studies and teaching (Corona Statutes).

- Examiners, assessors and minute keepers
  
  Art. 6 para. 1 lit. e, para. 3 DSGVO in conjunction with Art. 12 para. 1 LHG and
  - §§ 83 ff State Civil Service Act BW (civil servants)
  - Art. 6 para. 1 lit. b, § 15 State Data Protection Act (employees covered by collective agreements)
  - § 56 LHG (lecturers)

Storage duration or criteria for determining the duration

The above data will be processed for as long as necessary for the purpose of carrying out the online test.

Uploaded presentations and other documents submitted for the purpose of conducting the exam will be deleted after the exam.

The IP address and hardware information of the computer terminals are usually stored for a period of seven days in the access and error log of the server for possible error analysis.

The check is not recorded and the copy of the ID card transmitted for identification purposes is not included in the examination files.

Recipient categories

The data required for conducting oral exams by video conference is usually processed in the local systems of the University of Freiburg. Access to this data is granted to the participants and, if necessary, to employees of the University Computer Center (Support) who are responsible for the technical management of the systems to the extent required.

When using DFNconf, the data are processed on servers of DFN-Verein. For this purpose, DFN-Verein operates its own cluster consisting of three Adobe Connect servers.

Your rights as a data subject

1. You have the right to obtain information from the University of Freiburg about the data stored about you and/or to have incorrectly stored data corrected.

2. You also have the right to have your data deleted or to restrict their processing or to object to their processing.

3. In addition, in the event that you have given us your consent, you have the right to revoke it at any time, without prejudice to the lawfulness of the processing carried out on the basis of
the consent until revocation. You may also revoke your consent for the processing of individual data. In the event that you do not give or revoke your consent, you will not suffer any disadvantages.

4. you have the right to complain to a supervisory authority if you consider that the processing of personal data concerning you is in breach of the law. Such a supervisory authority is for example the State Commissioner for Data Protection and Freedom of Information of Baden-Württemberg, Königstraße 10a, 70173 Stuttgart, e-mail poststelle@lfdi.bwl.de (https://www.baden-wuerttemberg.datenschutz.de/).

5. if you wish to assert your rights as a data subject against the University of Freiburg, please contact datenschutz@uni-freiburg.de.

**Information regarding objections pursuant to Art. 21 (1) DSGVO**

You have the right to object at any time, for reasons arising from your particular situation, to the processing of data relating to you which is carried out on the basis of Article 6 paragraph 1 lit. e of the DPA (data processing in the public interest).

**Addition notes**

Access to the web-based video conferencing system of the University IT Systems is provided by the learning platform ILIAS. Information on registration and data protection can be found here:

https://ilias.uni-freiburg.de/

https://ilias.uni-freiburg.de/iliasp.php?baseClass=illImprintGUI