

Data Protection Information according to Art. 12 ff. GDPR

for the online organization of a scientific conference: GAPS 2021
"Science, Culture, and Postcolonial Narratives"
(Annual Meeting Society of Anglophone Postcolonial Studies, May 13-15, 2021).

Dear Sir or Madam,

in the following, we would like to inform you about how your personal data will be processed when you register for the conference and in the course of conducting the online conference. Please read the following information carefully.

I. Contact details of the Data Controller and the Data Protection Officer

1. Data Controller

Carl von Ossietzky Universität Oldenburg
Legally represented by the president

Ammerländer Heerstraße 114-118
26129 Oldenburg

Phone: +49 (0)441 798-0
Fax: +49 (0)441 798-3000
Internet: www.uol.de

1. Data Protection Officer

Carl von Ossietzky Universität Oldenburg
- Der Datenschutzbeauftragte -

Ammerländer Heerstraße 114 - 118
26129 Oldenburg

Phone: +49 (0)441 798-4196
E-Mail: dsuni@uol.de
Internet: www.uol.de/datenschutz

I. Executing body

IT-Services of the University of Oldenburg
Uhlhornsweg 49-55
D-26129 Oldenburg
Phone.: +49 (0)4 41 / 7 98 - 48 00
Fax: +49 (0)4 41 / 7 98 - 25 55
E-Mail: servicedesk@uni-oldenburg.de

and

Institute of English and American Studies
Prof. Dr. Anton Kirchhofer
Carl von Ossietzky Universität

Ammerländer Heerstraße 114-118
D-26129 Oldenburg
Phone.: +49 (0)441 798-4757
E-Mail: anton.kirchhofer@uol.de

II. Data subject

Data subjects to this data processing activity are all users of the registration tool and the conference platform.

I. Scope of data processing

When using the EMT registration tool, the personal data requested in the online form during the registration process will be collected and used for the administrative implementation of the event. Mandatory data fields are marked with an "*". The personal data to be processed can be divided into the categories "contact data" and "payment data". Only personal data required for the administrative implementation of the online conference will be collected and processed. This does not include information that can be provided voluntarily, e.g. to facilitate contact (e.g. telephone number).

The payment data provided by participants (name, address, account details if applicable) and (in the case of payment by direct debit) the SEPA mandate will be forwarded internally to the University's Finance Department for payment processing. The data will also be recorded in the university's SAP system.

If the conference fee is paid by credit card, this is forwarded to the payment provider "girosolution". The University of Oldenburg has concluded both a contract and an order processing contract with this provider. The University of Oldenburg does not collect or store credit card data. In this case, the data protection precautions of "girosolution" apply.

Within the framework of the use of the virtual conference environment, communication data (image and sound data, text messages) are processed and transmitted to other users. The transmission of image and sound data shall only take place upon activation by the user. This data will not be recorded or stored; exceptions require the express, separate permission of the participants concerned. Within the framework of the conference environment, users have the option of making digital content (presentations, video files, handouts, etc.) available to other users. These are stored on servers of the university for this purpose.

In addition, log data (server and EMT log files) are collected. When you access this website, your IP address and the date and time of access are registered in server log files. The collection and use of this log file data serves to detect errors or malicious access attempts; it is not evaluated in connection with names or e-mail addresses.

In addition, browser type, operating system, monitor size and user status as well as the date and time of access are registered when this website is accessed. The collection and use of this EMT log file data is for statistical analysis for research and evaluation purposes only. Names, email addresses or other data that could be used to identify users are not stored.

Collected data may be permanently stored and published in completely anonymised form for statistical purposes.

III. Third parties

At no time will contact or payment details be passed to third parties outside the European Union.

Participation in the online conference as a rule requires membership or admission to the Gesellschaft für Anglophone Postkoloniale Studien e.V. (GAPS). The conference organisers will forward participants' contact details to the Society's treasurer for the purpose of confirming membership status:

Magdalena Pfalzgraf
Goethe University Frankfurt
Institute for English and American Studies
Norbert-Wollheim-Platz 1
D-60629 Frankfurt am Main
Phone.: +49 (69) 798 32374
E-Mail: treasurer@g-a-p-s.net

Non-members will be invited to join the Society by the Treasurer or the conference organizers. The contact information required for this purpose may be stored by the Treasurer and will be deleted immediately after the membership status of all participants has been clarified.

IV. Recipients

- The conference organizers receive access to the participants' contact data for the purpose of the administration of the online conference.
- The University's Finance Department will have access to participants' payment data for the purpose of processing payments.
- The IT Services of the University have access to the data of the participants in the course of the administration of the technical resources; the IT Services also evaluate log data if necessary.
- In case of payment by credit card, will Girosolutions receive the necessary data directly from the participants.
- During the online conference, communication data and uploaded content can be viewed by other participants.

V. Duration of storage

Contact data:

The contact data will be used exclusively for the administrative implementation of the events or for the support of the participants. They will be deleted after the end of the event or after complete payment processing.

Payment data:

The payment data (name, address, account details) and the electronically issued SEPA mandate are processed exclusively for payment processing for events with costs. This data is deleted in EMT after payment processing has been completed. In SAP, the payment data is stored for ten years in accordance with the administrative regulations of the Lower Saxony State Budget Code (LHO). The SEPA mandate is kept for 14 months after the last payment processing and then destroyed.

Data uploaded by participants:

Digital content uploaded in the conference environment (presentations, video files, handouts, etc.) can be viewed and saved by other users until the end of the conference. After the end of the conference, data uploaded by participants will be deleted from the university's servers. Publication elsewhere will not occur or requires the explicit, separate consent of the author.

Communication data: There will be no recording/storage of this data. Exceptions require the express, separate permission of the participants concerned.

Log data:

Server log files are stored for a period of 5 days and then deleted. Log data can be permanently stored and published in completely anonymized form for statistical purposes.

VI. Purpose and legal basis of data processing

The above-mentioned data is processed for the purpose of conducting a digital online conference "GAPS 2021". The legal basis for the processing of all data is the informed consent of those affected by the data processing in accordance with Art. 6 (1) lit. a DSGVO.

VII. Consequences of Failure to provide personal data

You are not obliged to provide your personal data. If contact and payment data are not provided in the EMT registration tool, the registration cannot be completed; so that you cannot take part in the conference. After registration, the conference platform can be used to a limited extent without the transmission of image and sound data; It is not possible to use the conference environment without processing contact and event-related data and generating log data.

VIII. Rights as a data subject

As a person affected by the processing of personal data in accordance to the GDPR you have the following rights:

- Right of access (Article 15 GDPR)
- Right to rectification (Article 16 GDPR)
- Right to erasure (Article 17 GDPR)
- Right to restriction of processing (Article 18 GDPR)
- Right to data portability (Article 20 GDPR)
- Right to object (Article 21 GDPR)

To exercise your right of access, please contact the data protection and information security management department (dsm@uol.de). To exercise your other rights as a data subject, please contact the Data Protection Officer (dsuni@uol.de).

IX. Right to withdrawal

You have the right to withdraw your consent in whole or in part at any time. The withdrawal of consent does not affect the lawfulness of processing based on the consent before its withdrawal. You can either technically implement your withdrawal yourself, i.e. by withdrawing access to the webcam or microphone or by logging out of an ongoing conference. If you cannot technically implement the withdrawal, please contact the executive body.

X. Right to lodge a complaint with a supervisory authority

If you are of the opinion that the processing of your personal data violates data protection regulations, please contact the data protection officer (see below). Regardless of this, you have the right to lodge a complaint with a supervisory authority. The supervisory authority for the Carl von Ossietzky Universität Oldenburg is: *Die Landesbeauftragte für den Datenschutz in Niedersachsen, Prinzenstraße 5, 30159 Hannover.*