

## Information on the protection of personal data

in accordance with Articles 13 or 14 General Data Protection Regulation (GDPR)

### 1. General information

<b>Processing activity:</b>	Access control system
<b>Controller:</b>	Oesterreichische Nationalbank (OeNB) Otto-Wagner-Platz 3, 1090 Vienna +43-(1) 40420 www.oenb.at/datenschutz.html
<b>Data Protection Officer:</b>	datenschutz@oenb.at
<b>Purpose(s) of the processing operation:</b>	Access control to controller's buildings and specific areas by electronic facilities that automatically collect and store personal data, including electronically created and archived text documents (such as correspondence) in this matter.
<b>Legal basis:</b>	Processing is necessary for compliance with a legal obligation the OeNB is subject to (Article 6 para 1 lit c GDPR): ECB/2016/NP16. Hand geometry: Article 9 para 2 lit g GDPR and Sec. 4.2.4 ECB/2016/NP16. Criminal records: Article 10 GDPR, § 4 Abs 3 Z 1 DSG and Sec 6.1 ECB/2016/NP16.
<b>Information on why the provision of personal data is required:</b>	All information is mandatory. If you do not provide requested personal data, the OeNB will not be able to grant access rights.

### 2. Content of the data processing operation

Here you will find information on the nature of the personal data the OeNB processes with regard to different groups of data subjects. For each data category, information is provided on the data source, on any other purposes for which the OeNB may process these data, on whether the data will be transferred to recipients outside the OeNB, and on how long the OeNB will, as a rule, store the data. The subsequent tables provide details on data sources, other purposes of processing, data recipients, etc.

Groups of data subjects	Data category	Data source(s)	Other purposes of processing	Data recipient(s)	Duration of data storage
Authorised persons	Card number	---	---	---	60 years (avoidance of redundant data sets)
	Staff ID (internal staff)	H01	---	---	
	Name (if applicable former names)	H01,H02	---	---	
	Academic degree, profession	H01,H02	---	---	
	Data and location of birth	H01,H02	---	---	
	Citizenship	H02	---	---	
	Criminal record	H02			
	Data subject's relationship to controller (department for internal staff, details on dispatching organisation for external staff)	H01,H02	---	---	
	External staff: Field of function	H02	---	---	
Home address (addressability purposes)	H01,H02	---	---		

	Business phone number and e-mail address as well as other contact information for communication purposes	H01,H02	---	---	
	Photo (except visitors)	---	---	---	
	Access code	---	---	---	
	Data on access permissions (areas, time, security level and special permissions i.e. the permission to enter specific areas by car)	---	---	---	
	Data on key administration (i.e. handover)	---	---	---	
	Handover date of access items	---	---	---	
	Signature	H02	---	---	
	Hand geometry (for high security areas only)	H02	---	---	Immediately after withdrawal of access rights
	Access log data (entry/exit)	---	---	---	3 years, daily deletion routine
	Access log data via hand geometry (entry/exit)	---	---	---	12 months, daily deletion routine

### 3. Data source(s)

H + serial no.	Data source(s)	Public source (yes/no)
H01	Internal staff: Personnel administration	No
H02	External staff: Data subjects	No

### 4. Information on your rights as a data subject

You have the right to obtain confirmation as to whether or not your personal data, and which of your personal data, are being processed by the OeNB (Article 15 GDPR). You have the right to obtain the rectification of inaccurate personal data or to have incomplete personal data completed (Article 16 GDPR) as long as the rectification and/or completion of the data are necessary for the purpose of the processing operation. You have the right to obtain the erasure of your personal data if the OeNB has processed them unlawfully (Article 17 GDPR). Under certain conditions, you have the right to obtain restriction of the processing of your personal data (Article 18 GDPR). Should you consider your right to data protection infringed by any processing of your personal data by the OeNB, you may lodge a complaint with the Austrian Data Protection Authority (DSB) or bring an action before the competent civil court.

### 5. Modalities for exercising your rights as a data subject

To assert your rights as a data subject, send a letter to “Oesterreichische Nationalbank, Abteilung ITS/Datenschutz, Otto-Wagner-Platz 3, 1090 Vienna, AUSTRIA” or an e-mail to [datenschutz@oenb.at](mailto:datenschutz@oenb.at). In it, state in what way your personal data are subject to data processing by the OeNB, stating the name of the data processing operation as provided on top of this form and clearly specifying the details of your request. Moreover, please provide proof of your identity by enclosing a black-and-white copy of an official photo identification (e.g. your passport, driver’s license, identity card) or using a qualified electronic signature within the meaning of Article 3 (12) eIDAS Regulation to prevent improper requests by unauthorized third parties that might endanger the protection of your personal data. For the reasons outlined above, such requests must be made in writing.