

Information on the protection of personal data

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

1. General information on data processing operation

Name of data processing operation:	Education and training management (personnel development tool)
Controller: (Article 4 (7) GDPR)	Oesterreichische Nationalbank (OeNB) Otto-Wagner-Platz 3, 1090 Vienna +43-(1) 40420 datenschutz@oenb.at
Contact details:	www.oenb.at/datenschutz.html E-mail: datenschutz@oenb.at
Purpose(s) of the processing operation:	Offering, organizing, managing and documenting training events; enrolling participants for, and documenting participation in, training events; managing participants as well as related correspondence
Legal basis:	Processing is necessary for the purposes of the legitimate interests pursued by the OeNB or by a third party (Article 6 para 1 lit f GDPR).
Information on the OeNB's legitimate interests:	Documenting the qualifications of employees and the additional training programs they attend; i.a. as proof that certain qualification requirements necessary to carry out professional activities or qualify for benefits are met
Information on why the provision of personal data is required:	If you do not provide your personal data, participation in education and training events will not be possible.

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
OeNB employees	Employee personnel number	H01			7 years from end of year in which employment with the OeNB was terminated
	Name	H01		E01, E02	
	Gender (for correct form of address)	H01		E01, E02	
	Academic degrees, title and position title	H01		E01, E02	
	Business number and e-mail address	H01		E01, E02	
	Department/division/unit	H01		E01	
	Business address, including details on location (especially room number)	H01			
	Private address (forwarding address for letters of reference)	H01			
	Date of birth	H01			
	Photo	H01			
	Information on employment relationship (e.g. active yes/no, date of joining and, if applicable, leaving the OeNB, interruptions, employee group, Conditions of Service, degree of employment, employment category, salary classification)	H01			
	Professional development within the OeNB	H01			
	Information on training events for which the data subject registered or which the data subject attended (in particular topic, subject area, costs, organizer), including information on completion of training	H02			
	Consent to repayment agreement	---			
	Line manager of data subject	H01			
	Approval status	---			
Information on successful completion of training (in particular pass/no pass)	H01				
Supporting documents submitted (e.g. reports, certificates, training attestations)	H02				
Evaluation of training event, teaching methods and speakers	H02				
Information on speakers	Name	H01			7 years from end of year in which the last training event took place
	Academic degrees, title and position title	H01			
	Photo	H01			
	Information on training event held	---			
	Evaluation of training event by participants	H03			

3. Date source(s)

H + serial no.	Data source(s)	Public source (yes/no)
H01	Personnel management	No
H02	Data subject	No
H03	Participants in training events	No

4. Intended transfers to third parties of personal data processed in this processing operation

If personal data are transferred to third parties for processing, this does not necessarily mean that all datasets will be transferred in each individual case. Only those data will be transferred that are necessary to fulfill the purpose of the third-party processing at hand.

E + serial no.	Recipient(s) and groups of recipients	Adequacy decision by the European Commission (Article 45 GDPR)	Purpose and legal basis (and restrictions, if any)
E01	Trainer(s), for verifying participation	Not required	Fulfillment of training contract
E02	Organizer(s) of external training events	Not required	Enrollment of participants, legitimate interests pursued by the OeNB on behalf of the data subject

5. 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). You have the right to object to the processing of your personal data on grounds relating to your particular situation or where personal data are processed for direct marketing purposes (Article 21 GDPR).

6. 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. 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. 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.

7. Information on your right to lodge a complaint with a supervisory authority and your right to an effective judicial remedy

Should you consider your rights as a data subject infringed, you have the right to lodge a complaint with the Austrian Data Protection Authority (DSB) (Article 77 GDPR in conjunction with Article 24 Data Protection Act):

Austrian Data Protection Authority (DSB)
 Wickenburggasse 8-10
 1080 Vienna, Austria
 Web: www.dsb.gv.at
 E-mail: dsb@dsb.gv.at

Should the OeNB have processed your personal data in noncompliance with the applicable provisions on data protection and should such processing have caused you material or nonmaterial damage, you have the right under the general

provisions of civil law (Article 1295 et seq. Austrian General Civil Code) to claim damages before the competent civil court (Article 79 GDPR in conjunction with Article 29 Data Protection Act).