

Data protection information

pursuant to Article 13 GDPR

1. General information on processing activity

Name:	Accounting and controlling
Controller:	Oesterreichische Nationalbank (OeNB) Otto-Wagner-Platz 3, 1090 Vienna +43-(1) 40420 www.oenb.at/en/dataprotection
Data protection officer:	datenschutz@oenb.at
Purpose(s) of the processing operation:	Processing and transfer of data within a business relationship with customers and suppliers, including invoices, transaction records or other text documents (e.g. correspondence) that are generated and filed by automated means.
Legal basis:	<ul style="list-style-type: none"> Processing is necessary for the performance of a contract to which you are party or in order to take steps at your request prior to entering into a contract (Article 6 para 1 lit b GDPR): Contracts with suppliers and customers, employment contracts with employees regarding the remuneration of cash expenses. Processing is necessary for compliance with a legal obligation to which the OeNB is subject (Article 6 para 1 lit c GDPR): Article 212 Commercial Code and Article 132 Federal Fiscal Procedures Act. 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): Establishment, exercise or defence of legal claims until the limitation period pursuant to Articles 209, 209a Federal Fiscal Procedures Act and Article 31 Financial Criminal Act.
Information if the provision of personal data is required:	The information requested in the mandatory fields is necessary for the proper conduct of business.

2. Content of the data processing operation

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

Groups of data subjects	Data category	Data source(s)	Other purposes of processing	Data recipient(s)	Duration of data storage
Customers or suppliers of the OeNB if they are natural persons or partnerships (Accounting Division)	Reference number	---	---	E03,E05,A01	
	Name (or designation)	H01	---	E01,E03,E05,A01	
	Courtesy title, academic title	H01	---	E01,E03,E05,A01	
	Business address including international country abbreviation	H01	---	E01,E03,E05,A01	

	Telephone and fax numbers and other information required when using modern communication technologies in organizations	H01	---	E03,E05,A01	Expiry of limitation periods pursuant to Articles 209, 209a Federal Fiscal Procedures Act and Article 31 Financial Criminal Act
	Block indicators (for, e.g., contact, billing, delivery, accounting, payment)	---	---	E03,E05,A01	
	VAT identification number	H01	---	E03,E05,A01	
	Tax ID and finance authority	H01	---	E03,E05,A01	
	Social security number or birth data if necessary to fulfill statutory notification obligations (e.g. Sec 109a, 109b EStG)	H01	---	E03,E05,A01	
	Language(s) of correspondence, other agreements, key for data exchange	H01	---	E03,E05,A01	
	Object of delivery or performance of service including remuneration and payment details	H01	---	E03,E05,A01	
	Contact person specified by data subject, for administration of delivery or performance of service	H01	---	E03,E05,A01	
	Data on representatively in-country acting natural persons	H01	---	E03,E05,A01	
	Conditions of delivery and service (including information on place of delivery or performance of service, packaging, etc.)	H01	---	E03,E05,A01	
	Data on tax liability and tax calculation	---	---	E03,E05,A01	
	Bank account details	H01	---	E01,E03,E05,A01	
	Invoices	H01	---	E03,E05	
	Invoiced amount	H01	---	E01,E03,E05,A01	
	Bank account and transaction records data	---	---	E03,E05,A01	
	Service-specific expenses and earnings	---	---	E03,E05,A01	
	Special general ledger transactions (e.g. individual value adjustment, bill of exchange payment request, down payment, bank guarantee)	---	---	E03,E05,A01	
	Data on reminders and legal actions (this includes all data categories mentioned above for the purpose of prosecution or legal defense)	---	---	E02,E03,E04,E05,A01	
OeNB employees involved in the administration of salary or expense advances and cost reimbursement (Accounting Division)	Reference number	---	---	E03,E05,A01	30 years from the date the employee left the OeNB (DB III+) or decease of the last person entitled to benefits (DB I+II)
	Name	H02	---	E01,E03,E05,A01	
	Courtesy title, academic title	H02	---	E01,E03,E05,A01	
	Telephone number and other information required when using modern communication technologies	H02	---	E03,E05,A01	
	Cost center	H02	---	E03,E05,A01	
	Block indicator	---	---	E03,E05,A01	
	Languages of correspondence	---	---	E03,E05,A01	
	Invoices submitted for reimbursement	H03	---	E03,E05,A01	
	Item/service paid for	---	---	E03,E05,A01	
	Data on tax liability and tax calculation	---	---	E03,E05,A01	
	Bank account details	H02	---	E01,E03,E05,A01	
	Bank account and transaction records data	---	---	E03,E05,A01	
Amount paid out	---	---	E01,E03,E05,A01		
OeNB employees involved in recording the allocation of hours worked by employees (according to the Eurosystem's European	Employee personnel number	H02	---	A01	
	Name	H02	---	A01	
	Courtesy title, academic title	H02	---	A01	
	Cost center	H02	---	A01	
	Function number, project number or pool (PSP element, designation, requestor)	---	---	A01	

Function Grid) (Controlling and Research Funding Division)	Time period and hours allocated	H03	---	A01	
---	---------------------------------	-----	-----	-----	--

3. Date source(s)

H + seq. no.	Data source(s)	Public source (yes/no)
H01	Data subject	No
H02	HR administration	No
H03	Data subjects	No

4. Transfers to third parties

If personal data are transferred to third parties to be further processed for their own purposes, 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 fulfil the third party's purpose(s).

E + seq. no.	Recipient(s) and groups of recipients	Adequacy decision by the European Commission (Article 45 GDPR)	Purpose and legal basis (restrictions, if any)
E01	Banks involved in payment processing	Usually not required	Payment (Article 6 para 1 lit b GDPR)
E02	Legal representative in the business case	Usually not required	Advice, representation, conducting official proceedings (Article 6 para 1 lit f GDPR) – enforcement, exercise or defense of legal claims
E03	Accountants involved in auditing	Usually not required	Article 6 para 1 lit c GDPR in conjunction with Article 268 Commercial Code
E04	Courts of law	Usually not required	Enforcement, exercise or defense of legal claims (Article 6 para 1 lit e GDPR)
E05	Responsible administrative authorities, especially fiscal authorities	Usually not required	Article 6 para 1 lit c GDPR in conjunction with Federal Fiscal Procedures Act, Income Tax Act

5. Transfer of personal data to processor(s)

A + seq. no.	Designation, address, country of processor's establishment and location(s) of processing	Adequacy decision by the European Commission (Article 45 GDPR)	Service description and legal basis
A01	Providers of IT and consulting services with access to data (on premises or remote)	Not required	IT and consulting services Data Processing Agreement

6. 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.

7. Right to object

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).

8. Modalities for exercising your rights as a data subject

To exercise 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. Appoint the processing activities concerning your person according to the above designation and describe your request as comprehensively and comprehensibly as possible. Please provide a proof of your identity by enclosing a black and white copy of an official identification document (e.g. your passport, driver’s license, identity card) or using a qualified electronic signature pursuant to Article 3 (12) eIDAS Regulation in order to prevent improper requests by unauthorized third parties that might endanger the protection of your personal data. For the reasons stated it is not possible to exercise these rights orally.