

# **Privacy policy of KINDERVEREINIGUNG® Leipzig e.V. (hereinafter referred to as the "Provider") for the use of the "App.memopolis.eu" online platform**

## **1. commitment to data protection**

The protection of personal data and thus the privacy of participants is taken very seriously by the provider. The provider would like to explain here how it protects the participants' data and what it means for the participants when they use the service. In order to ensure the greatest possible protection of privacy, it is a matter of course for the provider to comply with all legal provisions on the subject of data protection.

## **2. data controller and data protection officer**

The responsible body (Art. 4 No. 7 DS-GVO) is

KINDERVEREINIGUNG® Leipzig e.V.

Competence Center for International Youth Work and non-formal Education // Competence Center for International Youth Work and non-formal Education

Entry in the register of associations:

Register court: Leipzig Local Court Register number: 1291

Sales tax identification number according to §27 a Sales Tax Act: 231/140/01023

(hereinafter: "Provider")

Participants can contact the data protection officer Eckard Gottschling at any time by e-mail ([dataprotection@app.memopolis.eu.eu](mailto:dataprotection@app.memopolis.eu.eu)) with any questions relating to data protection.

## **What is personal data?**

Personal data is all information that can be individually assigned to participants (cf. Art. 4 No. 1 DGSO). Examples include name, address, postal address, telephone number or e-mail addresses. Non-personal data, on the other hand, is information of a general nature that cannot be used to determine the identity of the participant. This includes information such as the number of users of a website.

## **4. what types of personal data does the provider process and for what purposes?**

### **a. Web server logs (including IP address)**

When participants visit the website "app.app.memopolis.eu.eu", the web server of the provider's technical service provider automatically records the participant's full IP address, the date and time the participant visits the website ("session cookie"), the subpages visited by the participant on the website, the website the participant has previously visited, the browser used by the participant (e.g. Mozilla Firefox, Google Chrome etc.), the date and time the participant visits the website ("session cookie"), the subpages visited by the participant on the website, the date and time the participant visits the website (e.g. Mozilla Firefox, Google Chrome etc.), the website on which the participant has previously been, the browser used by the participant (e.g. Mozilla Firefox, Google Chrome etc), the operating system used by the participant (e.g. Windows 10, MacOS etc) and the domain name and address of the participant's Internet provider (e.g. Deutsche Telekom).

This information is required for the technical transmission of the website and secure server operation. This information is not merged with other data sources.

The provider or its technical service provider processes this information for the purpose of observing and monitoring the stability, functionality and technical performance of the website "app.memopolis.eu" and the services, as well as for the purpose of detecting, identifying, rectifying and resolving any problems and errors on the website "app.memopolis.eu". The legal basis for the processing of this information is the legitimate interests of the provider (Art. 6 para. 1 lit. f DS-GVO), which are to ensure and improve the integrity, stability and functionality of the website "app.memopolis.eu" - as far as technically possible and reasonable.

For reasons of technical security, in particular to defend against attempted attacks or other misuse of the "app.memopolis.eu" website and/or the web server, this information will continue to be stored for a short period of time. It is not possible to draw any direct conclusions about individual persons on the basis of this information. After 90 days at the latest, this information is anonymised by shortening the IP address at domain level, so that it is no longer possible to establish a link to an individual person. However, for the period until the IP address is shortened, the provider may process this information in the event of a security incident (attempted attack or misuse, etc.) in cooperation with the participant's respective Internet provider and/or local authorities in order to identify the perpetrator of the security incident. The legal basis for this is the legitimate interests of the provider (Art. 6 para. 1 lit. f DS-GVO), which are to protect the integrity of the website "app.memopolis.eu", its computer system and the participants.

## **b. Contacting and communicating with participants**

If participants contact the provider, e.g. via contact form, feedback form or e-mail, the data provided by the participant will be used to contact the participant and to process the respective enquiry. The provision of the data is necessary for the processing and answering of the enquiry - without their provision, the provider cannot answer the enquiry or, at best, only to a limited extent.

The legal basis for this is the fulfilment of the contractual obligations of the provider resulting from the terms of use (Art. 6 para. 1 lit. b DS-GVO) or the protection of the legitimate interests of the provider (Art. 6 para. 1 lit. f DS-GVO), which consist in particular of contacting the participant and communicating on the respective concerns on the basis of which the provider was contacted.

## **c. Customer account / Consent of the legal guardian / Published content**

If participants register with the provider as organisation admins, team admins or builders, the provider uses the data provided (surname, first name, organisation, e-mail address, preferred language) to manage the respective account.

The e-mail address that underage participants send to the provider is also stored so that the provider can obtain the consent of the respective legal guardian for the participation of the minor. The consent or refusal is also stored.

In addition, the content published under the respective user name by the respective builder (texts, photo, video and audio files) is stored for the operation of the service.

The legal basis for this is the fulfilment of the contractual obligations resulting from the terms of use (Art. 6 para. 1 lit. b DS-GVO).

## **5. disclosure of personal data**

The provider does not pass on any personal data to third parties unless this is necessary to fulfil the obligations arising from the terms of use (in particular to enable individual users to defend themselves against any ongoing breaches of the rules by other users) or is permitted and required by relevant statutory provisions.

The provider is entitled to outsource the processing of personal data in whole or in part to external service providers acting as processors (Art. 4 No. 8 DS-GVO) for the provider within the framework of data protection law requirements.

A list of these external service providers, including a description of the respective services and the existence of an adequate level of data protection, can be found in the table below:

<b>Service provider and, if applicable, name of the service</b>	<b>Description of the service</b>	<b>Place of data processing; measures to establish the existence of an adequate level of data protection</b>
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RotxBlue GbR	all services necessary for the operation of the app.memopolis.eu service, including communication with participants	Germany; industry-standard firewalls and password systems
Qitec GmbH, Täubchenweg 8, 04317 Leipzig	Technical maintenance of the website app.memopolis.eu	Germany; industry-standard firewalls and password systems

## 6. storage period

The personal data will only be stored as long as it is necessary to achieve the purposes for which it was collected or - if there are legal retention periods that go beyond this (e.g. § 147 AO and § 257 HGB) - for the duration of the legally prescribed retention period. The personal data will then be deleted.

## 7. security and confidentiality

To ensure the security and confidentiality of the personal data collected by the provider, data networks are used which are protected by, among other things, industry-standard firewalls and password systems. When handling personal data, the provider takes appropriate technical and organisational measures to protect the data from loss, misuse, unauthorised access, disclosure, alteration or destruction and to ensure availability.

## 8. cookies and similar technologies

Cookies are used on the Website and as part of the Services to (a) provide and maintain, as far as is technically possible and reasonable, a stable, secure, functional and accurate website; and (b) provide an optimal website.

Cookies are text information files that are sent from a web server to the participant's computer and stored there when the participant visits the website. The most common types of cookies are explained below:

- Session cookies: While a participant is active on a website, a session cookie is temporarily stored in the memory of his or her end device, in which a session identifier is saved, e.g. to prevent the participant from having to log in again each time he or she changes pages. Session cookies are deleted when the user logs out or lose their validity as soon as the respective session has automatically expired.
- Persistent cookies: Persistent cookies store a file on your end device for the period of time specified in the expiry date (storage period). Through these cookies, the website remembers the previous information and settings the next time you visit. This leads to faster and more convenient access, as the participant does not have to set their language preferences for the service again, for example. When the storage period expires (see tables below), the cookie is automatically deleted from the participant's terminal device.

Participants can find an overview of the cookies used by the provider, descriptions of the purposes and further information on the respective cookies in the [cookie consent solution](#) of the provider. There, the use of cookies can be permitted or rejected to the desired extent, the settings can be adjusted at any time or the consent can be revoked.

Furthermore, participants can also control the setting of cookies in their browser settings. Most browsers automatically accept cookies, but they can be configured via the browser's settings function

so that they are not used. Participants can refuse the use of cookies or delete the correspondingly collected data at a later time.

Instructions for deleting cookies in the most common browsers can be found in the table below:

Browser	Instructions for deleting cookies
Microsoft Internet Explorer	<a href="https://support.microsoft.com/de-de/help/17442/windows-internet-explorer-delete-manage-cookies">https://support.microsoft.com/de-de/help/17442/windows-internet-explorer-delete-manage-cookies</a>
Mozilla Firefox	<a href="https://support.mozilla.org/en-US/kb/clear-cookies-and-site-data-firefox">https://support.mozilla.org/en-US/kb/clear-cookies-and-site-data-firefox</a>
Google Chrome	<a href="https://support.google.com/chrome/answer/95647?hl=de">https://support.google.com/chrome/answer/95647?hl=de</a>
Apple Safari	<a href="https://support.apple.com/?path=Safari/3.0/de/11471.html">https://support.apple.com/?path=Safari/3.0/de/11471.html</a>
Opera	<a href="http://help.opera.com/Windows/9.10/de/cookies.html">http://help.opera.com/Windows/9.10/de/cookies.html</a>

In principle, participants can also access the service without cookies. However, if participants want to use the service fully or comfortably, they should accept the only cookies actually used, which enable the use of certain functions or make the use more comfortable.

## 9. the rights of data subjects under data protection law

In accordance with the applicable data protection law, participants are entitled to the following rights in particular. The e-mail address [dataprotection@memopolis.eu](mailto:dataprotection@memopolis.eu) must be used to assert these rights.

- a) Right to information: Participants have the right to request information about their personal data stored by the provider at any time.
- b) Right of rectification: Where the provider processes personal data of participants, it shall endeavour to take reasonable steps to ensure that all personal data is accurate and up to date for the purposes for which it was collected. In the event that personal data is inaccurate or incomplete, participants may request the rectification of such data.
- c) Right to erasure and restriction: Participants may have the right to request the erasure or restriction of the processing of their personal data if, for example, there is no longer a legitimate reason for such processing in accordance with this privacy policy or applicable law and legal retention obligations do not prevent the erasure or restriction.
- d) Right to data portability: Participants may have the right to receive the personal data concerning them that they have provided to the provider in a structured, commonly used and machine-readable format or to transfer this data to another controller.
- e) Right to object: Participants may have the right to object to the processing of their personal data for specific reasons related to their particular situation. Furthermore, participants have the right to object to the processing of their personal data for the purposes of direct advertising (which the provider does not carry out!) at any time, even without giving reasons.
- f) Right to revoke consent: If participants have consented to the collection and processing of their personal data, they may revoke their consent at any time with effect for the future, but without affecting the lawfulness of the processing carried out on the basis of the consent until revocation. In addition, participants can object to the use of their personal data for the purposes of market and opinion research as well as advertising (neither of which is carried out by the provider!).
- g) In addition, participants have the right to complain to the competent supervisory authority if they consider that the processing of their personal data is not lawful. The competent supervisory authority for the provider is

### **The Saxon Data Protection Commissioner**

Postfach 11 01 32, 01330 Dresden

Telephone: 03 51 / 85471-101

[E-mail: saechsdsb@slt.sachsen.de](mailto:saechsdsb@slt.sachsen.de)

A list of other supervisory authorities that may be considered (e.g. the one at your place of business) can be found at  
[https://www.bfdi.bund.de/DE/Infothek/Anschriften\\_Links/anschriften\\_links-node.html](https://www.bfdi.bund.de/DE/Infothek/Anschriften_Links/anschriften_links-node.html).

## **10. links to other websites**

"app.memopolis.eu" may also contain links to other websites, in particular in the form of content published by participants. The privacy policy described here does not apply to these other websites. Participants are invited to visit the privacy statements of these other websites directly for information on data protection and the handling of their personal data.

## **11. reservation of right of modification**

The provider reserves the right to change this data protection declaration at any time in compliance with the legal requirements, in particular to adapt it to any changes in data processing.