

DATA PROCESSING REGULATIONS

of the Global Young Academy (c/o Leopoldina)

The EU General Data Protection Regulation (GDPR) requires informing members, alumni and third parties about the processing of their data in a transparent manner. The processing of personal data is obligatory to fulfil the statutory tasks and goals of the Global Young Academy (legally hosted by the Leopoldina, the German National Academy of Sciences) - hereinafter referred to as GYA.

In fulfilment of legal obligations and to regulate the statutory processing of data by the GYA, the General Assembly on 9 June 2023, decided on the following data protection regulations.

1. Preamble

The GYA's mission is to give a voice to young scientists worldwide and to advance science through national and international collaboration. For providing science-based advice to the public and policymakers, it organizes scientific events, appoints commissions and publishes the results obtained.

To this end, the GYA develops numerous activities and events in accordance with the applicable working framework. Members and alumni engage in group activities, for example by jointly working on topics with other members and / or alumni.

The GYA is legally dependent and formally assigned to the Leopoldina as a legal entity. The GYA fulfils the above-mentioned tasks on a non-profit basis and thus acts in accordance with the statutory purpose of the Leopoldina overall.

2. Responsible body as defined by the GDPR:

Global Young Academy
at the German Academy of Natural Scientists Leopoldina
Emil-Abderhalden-Strasse 37
06110 Halle (Saale)
Germany

Represented by GYA's managing director:
Beate Wagner (beate.wagner@globalyoungacademy.net)
<https://globalyoungacademy.net>

3. Data Protection Officer

Klaus Hoogestraat (datenschutz@leopoldina.org)
<https://leopoldina.org>

4. Scope of Processing

The GYA processes all data required for the establishment, maintenance and exercise of membership and the status as an alumna / alumnus (henceforth called alumni). This is required in order to safeguard the legitimate interests of the Academy as well as the data subject. Thus, the GYA carries out processing of data without additional consent of the data subject, unless the interests or fundamental rights and freedoms of the data subject prevail. These are the following categories of data:

4.1. Short-term contract initiations, fulfilment, etc.

The GYA always acts in the interest of the data subject. Personal data is collected, processed and - as required by law - archived (e.g. in the context of travel expense reports) for all necessary bookings, reservations and invoices. This includes processing of individual contact data (e.g. name, address, place of residence, telephone number, email) as well as bank and / or travel data and furthermore information about personal preference where applicable.

4.2. Data to be processed on a continuous basis

The GYA regularly processes individual contact data (e.g. last name, first name, date of birth, email, telephone, address) and further data on qualification and suitability as part of the maintenance of membership and alumni status. Latter includes data on academic and professional background, information on social commitment and other references.

5. Purpose of Processing/Legal Bases

5.1. Fulfilment of a contract or measures precedent to a contract

Processing of the data listed in Section 4 occurs based on Article 6 Paragraph 1 S.1 lit. b) GDPR to fulfil a contract or measures precedent to a contract.

The GYA processes all data required for the establishment, maintenance and exercise of membership and the status of alumni. For this purpose, personal data of members and alumni may be processed and published without separate consent, unless the affected member or alumni explicitly objects to future processing and the legitimate interests of the GYA do not prevail.

Furthermore, the GYA processes data for the organization of events or other statutory activities of the GYA and for correspondence with the office or members and alumni among themselves. Such data is a prerequisite for membership in the GYA and is fundamental for the work of the Academy itself.

5.2. Fulfilment of legal obligations

Based on article 6 Paragraph 1 Clause 1 Letter c) GDPR, the data listed in Section 4 is processed to fulfil a legal obligation.

The GYA is obliged to provide comprehensive information on application of funds to higher-level bodies in the public sector and / or other financers (including Leopoldina, BMBF, Volkswagen Foundation). For this purpose, names of members or alumni may need to be mentioned respectively.

5.3. Realisation of legitimate interests of the academy to fulfil its statutory tasks

The data listed in Section 4 (in accordance with Art. 6 Para. 1 S.1 lit. f) is used to protect the Academy's legitimate interests in fulfilling its statutory tasks.

The GYA informs about the fulfilment of its statutory tasks through texts and illustrations on the GYA website and various global news outlets. It works closely with partner organizations and operates social media channels (Facebook, Twitter, LinkedIn, Flickr).

Such information GYA also publishes in newsletters and publications. A separate consent from members and alumni who take part in events for the public is not required for the collection,

transmission or disclosure of such data. This applies unless the data subject objects in an individual case and fundamental rights and freedoms, which require protection, of the data subject prevail.

Other data and information about members and alumni will only be processed by the GYA if they are useful for promoting the purpose of the statute and the data subject has no legitimate interests that preclude processing the data.

5.4. Data processing based on individual consent (according to Art. 6 Para. 1 S.1 lit. a)

The GYA publishes directories of members and alumni. Data from members and alumni is only recorded based on a separate, voluntary consent of the person concerned, which can be freely revoked in the future. A pictorial representation of the members on the website and regularly in the annual publication of the GYA ("Connections") also only takes place based on a freely revocable consent for the future.

Only in exceptional cases is processing carried out solely based on the voluntary consent of the person concerned. Data processing outside of this data protection regulation is only carried out based on the consent of the data subject.

6. Data Storage

The above data will be stored in the Academy's own database for as long as is necessary in compliance with legal and contractual retention periods.

The GYA Office hosts this database, accesses it and processes the data stored in it. Appropriate technical and organizational measures are taken to protect the personal data from third-party access.

If a member / alumni resigns, is excluded or dies, the personal data of the member / alumni will be archived. The same will be done in case a member / alumni denies permission for their data to be processed in the future.

Personal data of the resigning member / alumni, which relate to cash management, will be stored for up to ten years from the written confirmation of the resignation by the Office in accordance with the tax law provisions. Other categories of data may be subject to different deletion periods. The Executive Committee along with the GYA's Managing Director determine further measures within the framework of a deletion concept.

7. Disclosure to Third Parties

We only transmit personal data to third parties, if necessary, within the framework of a contract relevant to the data subject's GYA membership or alumni status (Art. 6 Para. 1 lit. b DSGVO). Any further transmission of the data does not take place or will require the data subject's explicit consent.

7.1. Disclosure to Third Parties - Internal

Internally, only employees of the GYA Office (and the Leopoldina as the host academy) have access to the data required to fulfil contractual, legal, and regulatory obligations and to protect legitimate interests. This excludes all employees without institutionally related interests.

Sensitive member data is protected against access from outside the GYA Office. Only GYA Office staff can access this data.

7.2. Disclosure to Third Parties – External

In the following cases, personal data is passed on to third parties without expressed additional consent.

Commissioned processing of data: GYA is bound in legal contracts for commissioned processing of data by IT service providers in accordance with Art. 28 GDPR.

Statutory regulations: In the presence of overriding legal regulations, data may be passed on to public bodies. Personal data (name, email if applicable, profile link on the GYA website) is provided in this case if the GYA, for example, fulfils its obligation to provide evidence of the use of funds.

Contractual partners: To protect interests and meet obligations within the framework of member and alumni support, the GYA may have to pass on data to external contractual partners. When the contract is concluded, there are corresponding clauses in the respective contracts that regulate data protection and confidentiality between GYA and the respective contractual partner. Processing of personal data by a contractual partner is only permitted for the purpose of fulfilling the contract.

The following scenarios can be considered:

- The above-mentioned contractual relationships can involve services to be purchased, such as printing or duplicating publications.
- Furthermore, external service providers frequently plan and organize seminars and workshops (e.g. Inclusive Innovation for the Science Leadership Program). Here, personal data of the participants is passed on, which can have the full scope of the data (as listed in Section 4.2.).
- Service providers in the advisory sense (e.g. mediators, lawyers) may also receive access to relevant personal data as part of their work.

Cooperation partners: Cooperation partners are usually public or private non-profit organizations.

Personal data will be transmitted to the cooperation partners as far as this is necessary to carry out the respective task. Each cooperation partner is obliged to process the personal data exclusively for this purpose. A member / alumni can object to this transmission; in the event of an objection, his personal data will be blocked against transmission. This may result in restrictions on the services of the GYA for the member / alumni. Cooperation partners of the GYA who receive and / or process personal data within the respective earmarking are: scientific institutions, foundations, other, academies, academy networks, governmental and non-governmental organisations, parliaments, event organisations. This includes the following main partners and collaborators of the GYA: the More Foundation, Volkswagen Foundation, the InterAcademy Partnership (IAP), ISC, ALLEA, YASAS, the Joint Research Centre (JRC) and more of the partners as listed here:

<https://globalyoungacademy.net/partners/>

The GYA can also transmit data to organizations in third countries as part of international cooperation, as far as this is necessary to fulfil the statutory purposes and is permissible in accordance with Art. 49 GDPR.

Legal obligation / enforcement of legal claims: All personal data that is processed within the framework of legal obligations will only be passed on to third parties if the transfer is legally permissible or the data subject has consented to the transfer.

Third countries: For the GYA, there is no regular data processing outside the EU or the European Economic Area. Exceptions are only possible in the context of membership or alumni support. This applies, for example, if the Annual General Meeting (AGM) takes place in the country of a GYA member that is outside the EU. Then the data of the participants will be handed over to that year's Local Organizing Committee for the organization and implementation of the event.

Furthermore, the following tools are used to carry out the tasks of the Office and to organize (online) meetings, for which a transfer to third countries cannot be ruled out. GYA has no influence on the transmission or storage of the respective data there. This is

- Microsoft - [Microsoft Products and Services Data Protection Addendum \(DPA\)](#) and
- Zoom - [Zoom and the European Union's General Data Protection Regulation \(GDPR\)](#)
- Eventbrite – [Eventbrite & EU Data Protection](#)

7. Technical and organizational measures

In accordance with Art. 32 GDPR, GYA takes technical and organizational measures to protect the personal data of data subjects. These include in particular

- the sensitization of the persons involved in processing operations,
- the implementation of suitable entry and access restrictions, and permissions management,
- the use of methods of encryption and pseudonymization of personal data,
- the creation of secure platforms for the exchange of information within the GYA,
- the ongoing further development and adaptation of the technical and organizational measures together with measures for the continuous monitoring of their effectiveness in accordance with the state of the art.

8. Data subject rights

Under the conditions described in the GDPR, everyone affected by data processing by the GYA has the following rights: a right to confirmation, information, correction, restriction of processing, deletion or data transfer (Art. 15-20 GDPR) vis-à-vis the party responsible for the personal data stored about an individual as a data subject.

Furthermore, the data subject concerned can exercise their right of objection at any time without giving reasons and change or completely revoke the given declaration of consent with effect for the future, should the data processing be based on consent. The data processing that took place until the revocation is not affected. The revocation can be sent to the responsible party either by post, email or fax. You will not incur any costs other than the postage costs or the transmission costs according to the existing basic tariffs.

However, data subjects still have the right, for reasons arising from their particular situation to object at any time to the processing of personal data relating to them, which is based on Article 6 (1) (f) GDPR.

The GYA will then no longer process the personal data unless it can demonstrate compelling legitimate grounds for processing that outweigh the interests, rights and freedoms of the data subject, or the processing serves to assert, exercise or defend legal claims. In the case of direct advertising, the person concerned has the right to object at any time to data processing for such advertising without incurring any costs other than the transmission costs according to the basic tariffs.

All those affected by data processing by GYA also have the right to complain to the competent supervisory authority for data protection if they believe that their personal data is not being processed lawfully.

The address of the supervisory authority responsible for all matters regarding the GYA is:

State representative for data protection in Saxony-Anhalt
9 Leiterstrasse
39104 Magdeburg, GERMANY
Email: poststelle@lfd.sachsen-anhalt.de

9. Changes to the Privacy Policy

In fulfilment of legal obligations and to regulate the statutory processing of data by the GYA, the general meeting on 9 June 2023, decided on the present data protection regulations.

Activities of members and alumni are subject to high fluctuation. Regular adjustments can therefore not be ruled out. This can be done through the GYA Office. Significant changes to the Privacy Policy are subject to the decision by the General Assembly.

Effective Date: This Privacy Policy is effective immediately following the vote of the General Assembly on 9 June 2023.