



## Please note the following:

Data protection information for applicants (m/f/d) according to Articles 13 and 14 GDPR concerning data protection processing in the application process

The Leibniz Institute of Plant Biochemistry (IPB) would like to inform you of what personal data is collected, by whom it is collected and for what purpose this data is used. In addition, you will be informed of your rights in data protection matters, including whom you can contact in this regard.

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### 1. Responsible party (controller), data protection officer and supervisory authority

The IPB is responsible for data processing in the context of the EU General Data Protection Regulation (GDPR). Questions regarding data protection matters can be addressed to the IPB's data protection officer.

The relevant contact details for the IPB and the data protection officer are:

**Postal address:** Leibniz Institute of Plant Biochemistry  
Weinberg 3  
06120 Halle (Saale)

**Email:** [Datenschutz@ipb-halle.de](mailto:Datenschutz@ipb-halle.de)

In addition, you have a right appeal to the supervisory authority. The supervisory authority is the State Commissioner for Data Protection of Saxony-Anhalt, Leiterstr. 9, 39104 Magdeburg.

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### 2. Collection and processing of personal data

When sending application documents by post or email, the following data required for the application procedure is recorded and stored electronically in accordance with Article 6(1)(b) GDPR:

- Personal data (surname, first name, address, date of birth)
- Communication data (telephone number, mobile phone number, email address)
- Data on education, training and further education
- Data on your previous professional career, education and job references
- Information on other qualifications
- Date of application



In the case of an application by email, the documents sent with the application will also be stored. Information about a severe disability is collected and processed within the scope of Article 9(2)(b) GDPR in conjunction with § 164 SGB IX.

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### 3. Recipient (m/f/d)

Your data will not be used by our site for automated decision-making/profiling or shared with third parties. We will process your data exclusively in Germany.

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### 4. Duration of data storage

The data will be deleted six months after completion of the specific application procedure. This does not apply if statutory regulations prevent deletion, if further storage is necessary for the purpose of providing evidence or if you have expressly agreed to longer storage.

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### 5. Right of information, revocation and deletion

You have the right to request information or correction at any time concerning the data stored about you at the IPB as well as information about its origin, recipients (m/f/d) or categories of recipients to whom the data is forwarded, and the purpose of storage. In addition, you have the right to data portability.

You can object to the use of your data for the aforementioned purposes at any time with effect for the future and request the deletion or restriction of the processing of your data. However, this results in exclusion from the application process.

Here you can download the [Data protection information for applicants](#).

Here you can read the [Privacy Statement](#).