



Data Protection Policy for the Student Maternity Protection Coordination Office

1. Name and address of the responsible controller

The responsible controller as defined in the EU General Data Protection Regulation (GDPR) and other national data protection laws of the EU member states as well as other data protection-related provisions is:

University of Münster
represented by its Rector, Prof Dr Johannes Wessels,
Schlossplatz 2, 48149 Münster, Germany
Tel.: + 49 251 83-0
Email: verwaltung@uni-muenster.de

If you have any questions concerning the implementation of the Maternity Protection Act (MuSchG) for students, please contact:

Student Maternity Protection Coordination Office
Dr Martina Kobras
Dept. 1.7 Organisation of teaching and studies
Schlossplatz 2, 48149 Münster
Tel.: + 49 251 83-21538

Email: koordinierung.mutterschutzgesetz@uni-muenster.de

2. Name and address of the data protection officer

The data protection officer appointed by the responsible controller can be contacted as follows:

Data Protection Office
Schlossplatz 2, 48149 Münster, Germany
Tel.: + 49 251 83-22446
Email: Datenschutz@uni-muenster.de

3. Data processing in connection with the activities of the Student Maternity Protection Coordination Office

Scope of data processing

In order to carry out our activities, the Student Maternity Protection Coordination Office processes the following personal data:

- (1) first and last name
- (2) email address
- (3) enrolment certificate data
- (4) study-related activities
- (5) information about your current study situation

Last update: 20 September 2023

- (6) expected date of birth
- (7) start of maternity leave
- (8) estimated and actual end of maternity leave
- (9) baby's birth certificate data

Purpose of processing

The personal data listed above is processed in order to implement the provisions of the Maternity Protection Act (MuSchG) for students at the University of Münster during pregnancy, after delivery and during the nursing period.

Legal basis for processing personal data

Insofar as processing of your personal data is necessary to fulfil a legal obligation put forth by the Maternity Protection Act (MuSchG), to which the University of Münster is subject, Art. 6 (1 c) of the EU General Data Protection Regulation (GDPR) in conjunction with §§ 1 (2) p. 2 no. 8, 27 MuSchG serve as the legal basis for processing this data.

Art. 6 (1 e) GDPR in conjunction with § 3 (1) DSG NRW also serve as the legal basis for processing your personal data.

Further recipients of your personal data

The personal data collected in connection with the activities of the Student Maternity Protection Coordination Office is forwarded to the following recipients at and outside the University of Münster:

Recipients at the University of Münster:

- respective Examination Office(s), if applicable
- Selected information is shared with persons directly responsible for implementing the Maternity Protection Act or overseeing the implementation of these provisions in faculties and central facilities in which you carry out study-related activities or are pursuing a degree. This group of persons includes the respective contact person responsible for maternity protection of students, and may also include the Dean of Studies, the representatives for assessing health safety and your professors.
- Dept. of Occupational Health and Environment, if applicable

Recipients outside the University of Münster:

- The Münster district government as the supervisory authority which oversees the University of Münster

Duration of storage of personal data

The personal data collected in connection to the activities of the Student Maternity Protection Coordination Office is stored for a period of two years, after which time a selected portion is then anonymised for internal, statistical, administrative purposes. This anonymised data is stored permanently and comprises the date of first contact, the student's birth year, the child's birth year, the student's degree programme and semester. All remaining personal data is erased two years after the last addition to your file. The health risk assessment, the "meeting documentation" form and the notification forms (for the supervisory authority) are stored for 10 years.

4. Your rights as a data subject

Right to rectification and erasure of personal data

You have the right to have inaccurate personal data rectified by the controller without undue delay. You have the right to have your personal data erased by the controller without undue delay as soon as the purpose of storage is no longer necessary. In cases where data processing is performed on the basis of your consent, the right to erasure exists if you withdraw your consent and no other legal grounds exist for processing the data.

Last update: 20 September 2023

Your personal data must be erased if you object to the processing in accordance with Art. 21 (1) GDPR and there are no overriding legitimate grounds for the processing, or if your personal data has been unlawfully processed, or if your personal data must be erased in order to comply with a legal requirement mandated by a EU or member state law, to which the University of Münster is subject.

The right to erasure as put forth in the cases stated above does not apply, however, if it would hinder compliance with a legal obligation which requires processing by European Union or member state law, to which the University of Münster is subject, or for the performance of a task carried out in the public interest or in the exercise of official authority vested in the University of Münster, or if extended storage is necessary for the establishment, exercise or defence of legal claims.

Right to withdrawal

If permission to process personal data is granted by your consent, you may withdraw your consent at any time. All processing of personal data performed prior to withdrawal remains lawful irrespective of withdrawal.

Right to information

You have the right to obtain confirmation from the University of Münster whether it is processing any personal data related to you. If such is the case, you have a right to information regarding the type of personal data and the purpose for which it is being processed. You also have the right to obtain information on the duration of the planned storage of the data, or on the criteria for determining how long the data is to be stored.

Right to raise an objection with the supervisory authority

You also have the right to lodge a complaint with a supervisory authority. The responsible supervisory authority for the state of North Rhine-Westphalia is: Landesbeauftragte für Datenschutz und Informationsfreiheit Nordrhein-Westfalen, Postfach 20 04 44, 40102 Düsseldorf, Germany, tel.: +49 211 38424-0, email: poststelle@ldi.nrw.de.