

Information sheet for data subjects for legal protection files – to be communicated; no signature required.

PRIVACY NOTICE FOR THE PROVISION OF ADVICE AND REPRESENTATION BY ÖGB TO ITS MEMBERS

The Austrian Trade Union Federation (ÖGB) and the trade unions associated within ÖGB offer advice and representation in legal matters to ÖGB members. We also want to assist you in enforcing your rights. To do so, we need to collect and process personal data. The protection of your data is very important to us. This privacy notice therefore informs you about how we handle your data.

Controller of data processing

Advice and representation in legal matters are provided by ÖGB as represented by the respective trade union that you have appointed and authorised to act as your representative. The controller of data processing is ÖGB, Johann-Böhm-Platz 1, 1020 Vienna. You can reach ÖGB's data protection officer at datenschutzbeauftragter@oegb.at

Purpose and legal basis of data processing

ÖGB processes your personal data exclusively for the purpose of performing and administering the advisory and legal representation services which you have appointed and authorised us to provide, and to send you information materials issued by ÖGB. The legal basis of the processing is the mandate issued by you and your contractual relationship with ÖGB as a trade union member.

Categories of personal data being processed

ÖGB processes your master data as well as any data required to determine and assert your claims. Special categories of data ("sensitive data") are processed only to the extent necessary for asserting, exercising or defending legal claims.

Information sheet for data subjects for legal protection files – to be communicated; no signature required.

Transfer of personal data

For the above purposes, ÖGB transfers your personal data to the following (potential) recipients, but only if and to the extent that this is actually required in your particular case:

lawyers appointed to the case, opponents, IEF-Service-GmbH, the Insolvency Contingency Fund, courts and authorities, insolvency administrators, social insurance institutions, the Construction Workers' Annual Leave and Severance Pay Fund (BUAK), experts, employee retirement and severance pay funds, the Austrian Public Employment Service (AMS), Chambers of Labour and other interest representation bodies, banks in charge of disbursement, insurance companies and external processors (e.g. IT service providers).

Your data may (only) be transmitted to other bodies or authorities on the basis of a particular statutory provision, your separate instruction or your consent. If your opponent is domiciled outside the EU, it may be necessary to transmit your data to the relevant third countries in order to enforce your claims and to fulfil our mandate of representation. This also applies if your address for service or your bank account is abroad.

Storage periods

Personal data are stored by ÖGB for as long as reasonably necessary to achieve the above purposes and for as long as permitted by applicable law or required in consideration of statutory retention obligations, limitation periods or potential legal claims.

Rights of data subjects

European data protection law grants you, as the data subject, the following rights with regard to your personal data being processed by us:

- the right of access to the personal data we have stored about you and the right to obtain a copy of such data;
- the right to rectification of inaccurate or incomplete data;
- the right to erasure of data if the grounds for their lawful storage have ceased to exist;
- the right to restriction of processing;

Information sheet for data subjects for legal protection files – to be communicated; no signature required.

- the right to object to processing under certain circumstances or to withdraw your previously given consent to data processing;
- the right to lodge a complaint with the competent authority.

In Austria, the competent authority is the Data Protection Authority, www.dsb.gv.at

If you withdraw your previously given consent or object to processing or obtain restriction of processing, it may no longer be possible to further pursue your legal matter. Should that be the case, you will be informed separately of any such circumstances. The lawfulness of any processing prior to the withdrawal of consent, the objection to processing or the request for restriction of processing shall not be affected by the statement through which such withdrawal, objection or restriction was obtained.

You can also find this privacy notice (and translations thereof) at www.oegb.at/datenschutz