

Privacy Policy for ERDA and SIF

1. We are the Data Controller – how to contact us

Aarhus University is data controller in connection with the processing of your personal data in ERDA (Electronic Research Data Archive) and SIF (Sensitive Information Facility).

Contact information

Aarhus University
Nordre Ringgade 1
DK-8000 Aarhus C
Tel.: +45 8715 0000
CVR-nr.: 31119103
Email: au@au.dk

2. What are ERDA and SIF?

This privacy policy provides insight into how Aarhus University processes your personal data as a user of ERDA and SIF (hereafter »the Systems«).

The Systems are AU's campus solutions for storing research data. ERDA is the solution for general research data, while SIF is the solution when an extra layer of security is required for processing sensitive research data including personal data, data containing confidential information from a third party, IP-sensitive information, URIS data and data subject to export control.

Aarhus University processes your personal data in connection with your user access to the Systems.

3. Legal Basis

Aarhus University's legal basis for processing personal data is Article 6(1)(e) of the General Data Protection Regulation.

4. What Types of Personal Data are Processed in the Systems?

Aarhus University processes the general personal data of the Systems' users in order to manage the Systems and ensure their service and security.

5. Processing Activities

As data controller for the Systems, Aarhus University processes personal data to facilitate the users' access to, and use of, the Systems.

6. Security of Processing

Your user information in the Systems is automatically replicated and saved to an external location.

7. Deletion

Aarhus Universitet processes personal data in the Systems as long as you, as a user, have access to the System.

Inactive users will be deleted within three months. Users are regarded as inactive when not affiliated with a project.

8. You possess the following rights, if Aarhus University processes your personal data:

Please be aware that your rights may be curtailed by alternative legislation or subject to exceptions, e.g. in relation to the exercise of public authority.

- Right of access – you have the right to see the personal data, we process about you, and to a range of information about the processing.
 - Right to rectification – you have the right to have incorrect/wrong personal data about yourself corrected.
 - Right to erasure or "the right to be forgotten" – in very specific cases, you have the right to demand data about yourself deleted before the time of our normal, general deletion has occurred.
 - Right to restriction of processing.
 - Right to data portability – in some circumstances, you have the right to receive your personal data and to request the transferral of your personal data from one data processor to another.
 - Right to object – you have the right to object to an otherwise legal processing of your personal data.
 - Right to not be the subject of automated, individual decision-making, including profiling.
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9. Complaints Procedure

The processing of your personal data and your trust is important to us. We therefore hope that you will contact us with any questions, or if you are unsatisfied with the way we process your personal data.

- If your query is related to our processing of personal data in SIF, please contact us at sif-info.it@au.dk.
- If your query is related to our processing of personal data in ERDA, please contact us at erda-info.it@au.dk.

You can read more about your rights and possibilities for complaint at the Danish Data Protection Agency's website www.datatilsynet.dk, or submit a complaint to:

The Danish Data Protection Agency
Carl Jacobsens Vej, 35
2500 Valby
Tel.: +45 3319 3200
Mail: dt@datatilsynet.dk