

Information on Data Protection in the Personnel Network of the ARL

The ARL is a transdisciplinary network of experts from academia and practice in the fields of spatial research, spatial development, spatial policy and spatial planning. The Headquarters of the ARL in Hannover, as the centre of management and co-ordination, organises ongoing activities in the network and supports the undertakings of the ARL bodies and working groups. To facilitate these tasks it is necessary to store personal data on ARL members and other contributors to the ARL network. In addition to contact details, we also gather other personal information, such as date of birth, in order to make statistical submissions for the evaluation report to the Leibniz Association. The ARL attaches great importance to ensuring that personal data is only collected, used, processed and erased in accordance with the pertinent data protection regulations. The protection of personal data is thus of major concern to the ARL. A more detailed description of the situations in which we require such data follows.

Personal Information Database at the ARL Headquarters – Communication with the Network

Communication with members and other contributors to the ARL network is undertaken by post, by telephone or electronically. As work in the ARL network is on a voluntary footing, there are instances when we are requested to administer several contact addresses for one person. In addition to these contact details we need information on the specialist qualifications of individuals. For the evaluations undertaken regularly by the Leibniz Association and the ARL Academic Advisory Board (audits), we also have to store data beyond the lifespan of committees and working groups. This information can only be accessed by employees at the ARL Headquarters.

We store the following data:

- Form of address, first name, surname, date of birth
- Academic title and degree, professional title
- Name of institute/firm, address, telephone, fax, country, federal state
- Email address, internet address
- Specialist expertise

The ARL Vademecum

The ARL Vademecum is intended to support the work of the ARL and provides, inter alia, comprehensive information on ARL structures, organisation and activities. It also contains data on agencies and institutes that are concerned with spatial development issues in a wider sense. Contact details of individuals active in the ARL network are found in the Register of Persons. The information provided comprises, as a minimum, title, first name, surname, department and location; further information with contact details is only published with the permission of the person concerned, which may be revoked in writing at any time.

ARL internet presence

The ARL website www.ARL-net.de provides, inter alia, information on current projects and contributors to such projects.

The following personal data is included on the site:

- Academic title, first name and surname
- Name of institute/firm with location or alternatively private residential address (only with written approval provided in the ARL data sheet 'Updating your Personal Details')

Mitwirkende

- Prof. Dr. Erika Musterfrau, ARL - Akademie für Raumentwicklung in der Leibniz-Gemeinschaft, Hannover
- Max Muster, Musterstadt
- Dr. Maximilian Mustermann

(List of contributors to a project)

Questions and contact

For questions on data protection please do not hesitate to contact our data protection officer S-CON GmbH & Co. KG (datenschutzteam123@s-con.de bzw. +49 800 88446688).