

## Data Protection - additional information

### **1. Who is responsible for processing your data?**

The General Secretary of the University of Barcelona is responsible for processing your personal data. We are located at Gran Via de les Corts Catalanes, 585, 08007 Barcelona; e-mail address [secretaria.general@ub.edu](mailto:secretaria.general@ub.edu).

### **2. What is the contact information of the data protection delegate?**

The email address of the data protection delegate of the University of Barcelona is [protecciodedades@ub.edu](mailto:protecciodedades@ub.edu) and its postal address is Travessera de les Corts, 131-159, Pavelló Rosa, 08028, Barcelona.

### **3. What do we use your personal data for?**

We collect your data to inform you of the activities organized by the Institut de Ciències del Cosmos of the UB, such as news and press releases as well as job offers from the ICCUB, depending on the type of information that you request to receive.

Every communication will provide a mechanism so you can revoke this consent, to unsubscribe. This does not affect the lawfulness of the previous processing.

### **4. How long do we keep your personal information?**

If you revoke your consent (unsubscribe), your data will be blocked, that is to say, it will be stored in such a way that we can not use it to send you e-mail messages. It will only be available to public administrations, judges and courts, should they request it, in order to judge the legality of data treatment, and once the legal outcome has been established, we will delete your data.

### **5. How do we legally collect your data?**

In order to carry out the treatments listed in the third section we use professionals to collect your personal data, with your prior and informed consent, and which you can cancel at any time.

### **6. Who can see your data?**

The University of Barcelona and those responsible for data handling, if such is the case. The UB does not transfer data to third parties, unless under a legal obligation. In which case, we will send only the necessary data.

### **7. What are your rights?**

You have the right to obtain confirmation about whether the University is or is not handling your personal data. In this sense, you have the right to access your personal data, as well as to request the rectification of inaccurate data or, if applicable, to request it to be deleted.

In certain circumstances, provided for in article 18 RGPD, you can request the limitation of the treatment of your data. If you chose to enact this right, we will only keep your data for the right of defense or for legal claims.

As to the right to portability, you have the right to obtain your personal data in a structured format for common use and mechanical reading. You also have the right to request that the University forward your data to another data handler.

#### **8. How you can exercise your rights?**

By means of a written request, enclosing a photocopy of your ID card or another ID document, addressed to the Secretary General of the University of Barcelona (Gran Via de les Corts Catalanes, 585, 08007 Barcelona), or by sending an e-mail message to the address [secretaria.general@ub.edu](mailto:secretaria.general@ub.edu).

#### **9. What legal avenues do you have at your disposal?**

If you feel that your rights have been infringed upon, you can communicate it to the data protection Delegate of the UB. In addition, you have the right to file a complaint with the Catalan Data Protection Authority.