

## **General Data Protection Information on the Whistleblowing System at GFZ**

In the following, we inform you about the processing of your personal data within the framework of the GFZ's whistleblowing system. This data protection information is a further explanation of the scope and nature of the data processed within the whistleblowing system.

### **I. Name and Address of Responsible Body**

The responsible body in the sense of the General Data Protection Regulation and other national data protection laws of the member states as well as other data protection regulations is:

Helmholtz Centre Potsdam - GFZ German Research Centre for Geosciences  
Telegrafenberg  
14473 Potsdam  
Germany  
Tel.: (+49) 0331 288 0  
Webseite: <https://www.gfz-potsdam.de>

### **II. Contact of the Data Protection Officer**

Our Data Protection Officer is available to you via the following contact details:

Helmholtz Centre Potsdam, GFZ German Research Centre for Geosciences  
- Data Protection Officer of the GFZ -  
Telegrafenberg  
14473 Potsdam  
Germany  
Tel.: (+49) 0331 288 1052  
E-Mail: [datenschutzbeauftragter@gfz-potsdam.de](mailto:datenschutzbeauftragter@gfz-potsdam.de)

### **III. Occasion and Purpose of the Data Processing**

The GFZ has established a comprehensive compliance management system for the observance of applicable laws, which is designed to ensure compliance with legal requirements or internal rules at the GFZ through suitable measures.

To achieve this goal, a so-called "whistleblowing system" has been introduced and is operated at the GFZ. With the help of this whistleblowing system, compliance-relevant abuses are not only to be detected, but also prevented; cf. Art. 6 para. 1 lit. f DSGVO in conjunction with §§ 30, 130 OWi. §§ 30, 130 OWiG; § 26 para. 1 BDSG.

If and to the extent that employees of the GFZ or external parties wish to report a possible compliance violation (criminal offence, administrative offence or serious internal breaches of rules) in connection with the GFZ, the GFZ can be contacted via an internal and external reporting channel. Every report will be followed up in a timely manner.

#### Internal Reporting Channel

The GFZ's Compliance Office is responsible for receiving internal reports (compliance@gfz-potsdam.de; Compliance Office, House G, Telegrafenberg, 14473 Potsdam; general mailbox in the entrance area of House G).

## External Reporting Channel

Alternatively, a possible compliance violation can be reported to an external ombudsperson. The ombudsperson has been appointed by the GFZ to receive reports and, as a lawyer, is bound to professional secrecy. The ombudsperson can protect the identity of whistleblowers in a very special way. The ombudsperson will not disclose the identity of the person providing the information without the consent of that person. The following persons have been appointed as ombudspersons:

Lawyer Johannes Hirt; [johannes.hirt@kanzlei-hirt.de](mailto:johannes.hirt@kanzlei-hirt.de)  
Lawyer Jutta Burghart (Deputy); [jutta.burghart@kanzlei-hirt.de](mailto:jutta.burghart@kanzlei-hirt.de)

Law Office Hirt, Kurfürstendamm 57 - 10707 Berlin, Germany;  
Tel.: (+ 49) 030 / 403 63 37 - 60  
Fax: (+49) 030 / 403 63 37 - 69  
[www.kanzlei-hirt.de](http://www.kanzlei-hirt.de)

The collection and use of personal data of a person providing information is based on his/her consent; cf. Art. 6 para. 1 lit. a DSGVO. If the data required for identification are not to be processed, the tip-off can be submitted anonymously. It is expressly pointed out that the GFZ may be legally obliged under Art. 14 para. 3 lit. a DSGVO to inform the Persons Concerned of the tip-off, including the identity of the person who provided the information and of the subsequent data handling within one month. In this case, revocation of consent would no longer be possible. Likewise, the period for revoking consent may be shortened if and to the extent that the information requires the immediate involvement of an authority. The data necessary for identification would then be part of the respective procedural files.

## **IV. Categories of Data Processing**

The data disclosed to the reporting offices concern the following categories:

- identification data (name as well as other contact data), if disclosed
- work-related data
- work-related documents
- personal data of persons affected by the report; in principle, this includes identification data and the action triggering the report.

## **V. Data Transfer**

Every incoming report is examined in a multi-stage process by a specially authorised group of employees and, if necessary, further clarification of the facts is carried out. Each employee is obliged to maintain particular confidentiality. Only in the case of deliberately false information, confidentiality cannot be guaranteed. Denunciation is not tolerated at the GFZ.

The GFZ will only pass on personal data to other third parties if consent has been given or if there is another legal basis for doing so. Conceivable recipients are, for example, law enforcement agencies, courts, lawyers and auditors. In this case, the recipients are themselves data protection controllers within the sense of Art. 4 No. 7 DSGVO and are obliged to protect the personal data.

## **VI. Storage Duration**

The GFZ will store and delete the data collected within the framework of the whistleblowing system in accordance with the requirements of data protection law. The data will be deleted if it is not necessary for the fulfilment of the whistleblowing system and in individual cases where there is no further interest of the GFZ in storing the data. When determining the respective storage period, the importance of further storage, the interest of the parties involved and the seriousness of the suspicion must be weighed against each other.

## **VII. Rights as Person Concerned or Person Providing Information**

According to the applicable data protection law, the person providing the information (Reporting Person) and the persons affected by the information (Persons Concerned) have the right to information, correction, deletion, restriction of processing and data transferability.

Insofar as the data processing is carried out to safeguard legitimate interests, an objection to the data processing can be lodged informally at any time. Since we strive to fully respect data protection interests, justification of an objection would be very beneficial. The GFZ will immediately delete the data that is not required.

Regardless of this, any consent given can be revoked. Data processing on the basis of revoked consent is no longer permitted. In this context, the note under "Occasion and Purpose of Data Processing" must be observed.

Without prejudice to any other administrative or legal remedy, you have the right to lodge a complaint with a supervisory authority.