

Information for data subjects

According to Article 12 of the [EMBL Internal Policy 68](#) (equiv. to Articles 13 and 14 of [Regulation \(EU\) 2016/679](#))

To establish a network of external EMBL supporters, we need to process personal data which concern you, as categorised in the Annex. Legal basis of the processing is public interest.

Some of those data are volunteered by you to enable us to offer you membership to 'Friends of EMBL' or 'Corporate Partnership Programme'. If you become a member, we may produce further data through our interactions with you or collect them from publicly accessible sources.

We will disclose your personal data to the following recipients:

A. Recipients who will process the data under our control:

- (1) To technically manage the relevant database, all data will be made accessible: to the EMBL Heidelberg IT department; to a database administrator employed in the EMBL Director's Office; occasionally to the company which provides the database software.
- (2) Financial data will be disclosed to the EMBL finance department: to invoice the membership fee of the Corporate Partnership Programme; to draw membership fees from bank accounts of Friends of EMBL members (excluding members of the Teens branch) who have so authorised EMBL, and to issue receipts.
- (3) To facilitate communication, some data will be disclosed to bulk print and electronic mailing service providers. The current provider of electronic mailing services, Rocket Science Group LLC d/b/a MailChimp, is established in the USA and participates ([link](#)) in the EU-US Privacy Shield programme.

B. Recipients who will process the data under their own control:

- (1) To facilitate strategic management, some data may be disclosed to the EMBL Director or Director General in the form of donation reports.
- (2) All CRM data will be made accessible to the following EMBL departments: a) at EMBL Heidelberg: Director's Office, Course and Conference Office, Alumni relations,

Council Secretariat, Strategy and Communications; b) at EMBL-EBI: Director's Office, External Relations.

Your personal data will be stored indefinitely, because for resource development it is essential to know your past interactions with EMBL.

This personal data processing activity is controlled by the head of the EMBL Office of Resource Development, to whom you may address a request to exercise your rights under Article 13 of the [EMBL Internal Policy No 68](#), e.g. to access, rectify, erase your personal data or to object to its processing. The controller can be reached by email at ord@embl.de, by telephone at +49 6221 387 8901 or by post at:

EMBL Heidelberg
Office of Resource Development
Meyerhofstraße 1
69117 Heidelberg
Germany

Advice regarding your rights can be obtained from the EMBL data protection officer, Mr Ioannis Ntouvas, under Article 17(2) of the [EMBL Internal Policy No 68](#). He be reached by email at dpo@embl.org, by telephone at +49 6221 387-8590 or by post at:

EMBL Heidelberg
Data Protection Officer
Meyerhofstraße 1
69117 Heidelberg
Germany

When contacting us, please quote the title ('HD ORD Membership Administration') of this personal data processing activity.

Annex

Categories of processed personal data

A. CRM

1. Details
2. Membership
3. Addresses
4. Relationships
5. Biographical
6. Communication
7. Groups
8. Control

B. Membership

1. Details
2. Acknowledgments