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## Privacy notice for the German Bundestag's use of Polycom

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This privacy notice informs you about the collection and processing of your personal data by the Administration of the German Bundestag, informs you of your rights and enables you to take an informed decision on how your personal data is handled.

### Data controller

The data controller for the processing of your personal data is the German Bundestag. You can reach the German Bundestag using the contact details below:

Deutscher Bundestag  
Platz der Republik 1  
11011 Berlin  
Germany  
Tel.: +49 227-0  
Email: mail@bundestag.de

The processing of personal data at the German Bundestag takes place in accordance with the European General Data Protection Regulation (GDPR) and the Federal Data Protection Act (*Bundesdatenschutzgesetz*).

The parliamentary data protection officer can be reached at the above postal address by adding "An die behördliche Datenschutzbeauftragte", at the above telephone number, or at the email address [datenschutz.bdb@bundestag.de](mailto:datenschutz.bdb@bundestag.de).

### What data processing is carried out? What is considered personal data?

Personal data means any information relating to an identified or identifiable natural person. An identifiable natural person is one who can be identified even indirectly, in particular by reference to an identifier such as a name, an identification number, location data, or an online identifier (Article 4 (1) of the GDPR).

### Traffic data

Traffic data has to be processed in order to establish a video conference and ensure its functioning.

### Types of data

This data can include: your email address if you booked the video conference, the start and end of the connection, the telephone number if you dial in by telephone, and the IP address.

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The data can also include images of you, your user name, images of the room in which you are located, and the content of the communication; if you dial in by telephone, it includes your telephone number as your user name.

### **Purpose and legal basis**

The legal basis for the processing of your data is the performance of tasks for which the controller is responsible (Article 6 (1) (e) of the GDPR in conjunction with Section 3 of the Federal Data Protection Act).

### **Retention period**

If you booked the video conference, your email address is stored for the duration of the video conference. If you dial in using WebRTC (dialling in via your browser), no traffic data is collected from you. If you dial in using another method (software on your PC or laptop, an app on your smartphone or tablet), your traffic data is stored for 30 days and then erased.

The content of the communication is not stored, recorded, streamed or used.

### **Who receives your data and to whom is it transferred?**

In principle, your personal data is not transferred to third parties. However, the German Bundestag makes traffic data available to the Federal Office for Information Security (BSI) under Section 5 (1), fourth sentence, of the Act on the Federal Office for Information Security (*BSI-Gesetz*); this traffic data is anonymised before it is transferred.

### **Your rights as a data subject**

You have the following rights in relation to the German Bundestag regarding your personal data:

**Right of access, Article 5 of the GDPR:** The right of access gives you, as the data subject, the right to full information about the data relating to you and about several important issues, such as the purposes of the processing or the retention period, for example. The exceptions to this right set out in Section 34 of the Federal Data Protection Act apply.

**Right to rectification, Article 16 of the GDPR:** The right to rectification enables you, as the data subject, to require the controller to correct your personal data without undue delay. The right to have incomplete personal data completed can also fall under the right to rectification.

**Right to erasure, Article 17 of the GDPR:** The right to erasure refers to the 'right to be forgotten'. This right includes the erasure of personal data at the data subject's request. The data controller is also obliged to erase personal data without undue delay without receiving a request if the grounds set out in Article 17 of the GDPR apply.

**Right to restriction of processing, Article 18 of the GDPR:** The right to restriction of processing includes the possibility for you, as the data subject, to initially prevent any further processing of your personal data. A restriction of processing mainly applies while the controller is examining other assertions of rights by the data subject.

**Right to data portability, Article 20 of the GDPR:** The right to data portability includes the possibility for you, as the data subject, to receive your personal data from the controller in a com-

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monly used and machine-readable format, so you can potentially transmit it to another controller. However, under Article 20 (3), second sentence, of the GDPR, this right does not apply to processing necessary for the performance of public tasks.

Right to object, Article 21 of the GDPR:

You also have the right to object, on grounds relating to your particular situation, to lawful processing of your personal data for which a legal basis exists (Article 21 GDPR). You do not have the right to object if there is a compelling public interest in the processing which overrides your interests, or if the processing is required by law.

Right to lodge a complaint, Article 77 of the GDPR:

In addition, you have the right to contact a data protection supervisory authority. The authority responsible for us is the Federal Commissioner for Data Protection and Freedom of Information:

Der Bundesbeauftragte für den Datenschutz und die Informationsfreiheit  
Graurheindorfer Straße 153  
53177 Bonn  
Germany  
Tel.: +49 (0)228/997799-0  
Email: [poststelle@bfdi.bund.de](mailto:poststelle@bfdi.bund.de)  
[www.bfdi.bund.de](http://www.bfdi.bund.de)