



# Privacy policy for course and seminar participants

Information according to Art. 13 und Art. 14 GDPR

## 1 The BVS

The BVS - Fire Prevention Centre for Upper Austria is a competent partner for legislators and administration as well as for business, planners and the general public in the field of preventive fire protection.

As part of our training activities, it is necessary to process your personal data. Below you can read for what purpose and on what legal basis we process your data.

Insofar as the provision of personal data is required by law or contract or is necessary for the conclusion of a contract, you are obliged to provide this data, otherwise the respective legal consequences may occur, e.g. the issuing of a fire protection certificate or the conclusion of a contract may not be possible.

The responsible body is:

- a) BVS - Brandverhütungsstelle für Oberösterreich registrierte Genossenschaft m.b.H.  
Petzoldstraße 45, 4020 Linz, [datenschutz@bvs-ooe.at](mailto:datenschutz@bvs-ooe.at)

If you have any questions about data protection at the BVS Group, you are also welcome to contact our external data protection officer:

Dr. Stefan Schiffer  
Leonfeldner Straße 124, 4040 Linz  
E: [dsba-bvs@qed.at](mailto:dsba-bvs@qed.at), M: +43 699 12547249

## 2 What personal data we process?

Insofar as personal data about you is not collected from you yourself, this data results from our internal processes or has been transmitted to us by your employer or the Provincial Fire Brigade School for Upper Austria - details can be found below in section „From whom do we receive your data?“.



Essentially, we process the personal data that is necessary to identify and communicate with natural persons and to fulfil our legal and contractual obligations. These are:

- Identification data (e.g. first name, surname, date of birth)
- Name affixes (e.g. academic degrees, job titles)
- Contact data (e.g. address, telephone number, e-mail address, website address, professional and private)
- Organisational data (e.g. company affiliation, legal form, GLN number, UID number, company purpose)
- Portrait photo for the issue of fire service pass and fire protection pass
- Correspondence (e.g. emails with attachments)
- Course attendance
- Data on the fire service pass and fire protection pass
- Fire service master data register extract
- Data on participant lists
- Knowledge tests

In addition, we process personal data depending on the respective activity, in particular:

- Payment data (e.g. bank details of customers, lecturers and suppliers)
- Data for the assessment of creditworthiness (e.g. AKV queries), if the interested party or customer is a natural person (sole proprietorship)
- Course and seminar attendance as well as certificates and diplomas issued for this purpose
- Usage data when visiting our website: This data is collected using technical means provided to us by third parties. We analyse this data exclusively in anonymised form.

We will inform you separately about any other data categories that are not comparable with those described above.

### 3 On what legal basis and for what purposes do we process your data?

We process your data to the extent necessary for the purpose of imparting knowledge in the form of seminars and courses on behalf of the public sector in accordance with Section 20 of the Upper Austrian Fire and Hazard Police Act and Section 7 of the Upper Austrian Fire and Hazard Police Ordinance in conjunction with Article 6 (1) lit e GDPR as well as to fulfil contractual obligations with you in accordance with Article 6 (1) lit b GDPR and to safeguard the legitimate interests of your employer in your further training in accordance with Article 6 (1) lit f GDPR.

Your data is not currently processed for the above-mentioned purposes on the basis of consent.



## 4 How long do we store your data?

We store personal data for as long as it is necessary for the purposes for which it is processed, for as long as there is a legal or contractual [obligation to retain](#) it or for as long as the data may be required for the assertion, exercise or defence of legal claims.

Course attendance data is stored for 30 years to enable any necessary duplicate certificates, fire service or fire safety passports to be issued.

## 5 From whom do we receive your data?

Data that we do not receive from you comes from the following sources:

- From your employer (e.g. identification, contact and organisational data, payment data)
- From the Provincial Fire Service School for Upper Austria (e.g. fire service and fire protection passports as well as certificates in the course of training to become a fire safety officer)

## 6 To whom we transfer your data?

We transfer your data to processors, the Provincial Fire Brigade School for Upper Austria and lecturers (only data on participant lists) within the scope of the processing purpose.

For any other transfers, please refer to the [BVS Group's privacy policy](#).

## 7 Which rights do you have?

### Right of access and rectification

In principle, you have the right to access and rectify your data. You can request information about the personal data processed by us. If the data is out of date or incomplete, you can request that your data be rectified. Details on this and any exceptions can be found in Art. 15 and Art. 16 GDPR.

### Right to erasure

You can request that your personal data be erased immediately if there is no legal basis for processing the data or if this has ceased to exist. Details on this and any exceptions can be found in Art. 17 GDPR.



### **Right to restriction of processing**

You have the right to restrict the processing of your data if the accuracy of your personal data is disputed by you, the processing is not lawful and you request restriction instead of erasure, we no longer need the data but you need the data to assert legal claims or if you have lodged an objection and it is not yet clear whether our interests prevail. Details on this and any exceptions can be found in Art. 18 GDPR.

### **Right to data portability**

For data that we have collected from you on the basis of a contractual obligation or consent, you also have the right to data portability. Details on this and any exceptions can be found in Art. 20 GDPR.

### **Right to object**

If we process data on the basis of a legitimate interest, you have the right to object. Your data may then only be processed if we can demonstrate compelling legitimate grounds that outweigh your interests, rights and freedoms. Details on this and any exceptions can be found in Art. 21 GDPR.

### **Right to cancellation**

If we process your data on the basis of your consent, you have the right to withdraw your consent at any time. The withdrawal of consent does not affect the lawfulness of the processing of your data until the withdrawal. Details on this and any exceptions can be found in Art. 7 GDPR.

To exercise these rights, please contact us directly.

If you believe that the processing of your data violates data protection law or that your data protection rights have otherwise been violated in any way, you have the right to lodge a complaint with a supervisory authority. In Austria, the data protection authority has been established as a supervisory authority:

Österreichische Datenschutzbehörde  
<https://www.dsb.gv.at>