
Data Protection Information on the Application and Reporting Process of the BIH Biomedical Innovation Academy (BIA)

The following text is a translation of the document “Datenschutzhinweise zum Antrags- und Berichtsverfahren der BIH Biomedical Innovation Academy (BIA)” to be used as a Reader Aid. In case of any discrepancies, the wording of the German original document applies.

The Berlin Institute of Health (BIH), the translational research division of Charité – Universitätsmedizin Berlin, attaches great importance to the protection of your personal data and is committed to complying with the applicable European and national data protection regulations, in particular the European General Data Protection Regulation (GDPR) and the German Federal Data Protection Act (Bundesdatenschutzgesetz, BDSG).

In the following, we would like to inform you about the processing of your personal data in the context of your application for one of our funding lines and your reporting obligations as a funded person. Please also note the [data protection declaration of the BIH website](#) (only available in German), e.g. regarding the definitions.

We collect and process your personal data as part of your application for one of our funding lines. This includes personal information and documents that you provide in electronic form via the [BIH Application and Reporting Portal](#), as well as any personal data that you may provide when contacting us by E-Mail or telephone. In addition, when you register on the BIH Application and Reporting Portal, the IP address assigned to you by your internet service provider, the date and the time of registration are stored.

If you are accepted for funding, you will use the BIH Application and Reporting Portal to fulfill your reporting obligations (project reports, maintenance of your fellow file).

Anonymized data may be used for scientific analysis to evaluate and improve the BIH application and selection process.

1. Contact details of the Data Controller and the Data Protection Officer

Name and contact details of the Data Controller:

Charité - Universitätsmedizin Berlin
Charitéplatz 1
10117 Berlin

Name and contact details of the Data Protection Officer:

Data Protection Officer of Charité – Universitätsmedizin Berlin
Charitéplatz 1
10117 Berlin
phone: + 49 30 450 580 016
E-Mail: datenschutzbeauftragte@charite.de

2. Purpose and Legal Basis of Data Processing

The purpose of collecting your personal data is to process your application for one of our funding lines. You provide your data in digital form during the application process. This data is then processed by employees of the BIH Biomedical Innovation Academy as part of the application, selection, and reporting process.

If you are accepted into one of our funding lines, you will use the BIH Application and Reporting Portal to fulfill your reporting obligations and digitally submit your project reports, as well as maintain your personal fellow file (information on personal career progress). The latter is used for evaluation purposes and to optimize our funding offers.

Your personal data will be processed in accordance with Art. 6 para. 1 sentence 1 lit. b GDPR.

3. Disclosure of Personal Data

The application and selection process includes the review and evaluation of your application documents by an evaluation committee. Depending on the funding line, the committee members are either Charité staff or external persons. The latter are obliged to maintain confidentiality and data protection before receiving application documents.

As part of our collaborations, data may be shared with our partners. This is done solely for the purpose of implementing and evaluating the calls for proposals published by the respective partners in the BIH Application and Reporting Portal.

Your data will not be transferred to third parties for any other purposes.

4. Recipients or Categories of Recipients

- Internal or external reviewers: to evaluate the application documents and select the recipients of funding
- Cooperation partners: to carry out and evaluate the respective funding measure

5. Storage Location

Your data is stored on servers located at Charité - Universitätsmedizin Berlin.

6. Duration of Storage

If your application is rejected or you receive a negative decision, we will store your personal data for a maximum of six months.

If you are accepted into one of our funding programs, your data will be stored for a maximum of ten years after the end of your funding, if there are no legal requirements to the contrary.

7. Rights of Data Subjects

Regarding the processing of your personal data, you have the right to confirmation, information, rectification, deletion, restriction of processing, data portability and objection. To exercise your rights, please contact the data protection officer or the person responsible for data processing.

Please note that data collection and processing in the BIH Application and Reporting Portal is a requirement for participation in our funding lines, and that a request for revocation and/or deletion will preclude (further) participation in the application and reporting process.

8. Legal Remedies

Pursuant to Article 77 of the GDPR, you have the right to lodge a complaint with a supervisory authority at your habitual residence, place of work or at our place of business. You can contact, for example, the following authority:

Berliner Beauftragte für Datenschutz und Informationsfreiheit
Alt-Moabit 59-61
10555 Berlin
phone: +49 (0)30 13 889-0
E-Mail: mailbox@datenschutz-berlin.de