

**Information on data protection and data security for online donations**  
**at ESMT European School of Management and Technology GmbH**

I. General notes

Compliance with data protection is a high priority at ESMT Berlin. We are, among others, subject to the provisions of the European General Data Protection Regulation (GDPR) and the German Federal Data Protection Act (BDSG) and have taken appropriate technical and organizational measures to ensure compliance with data protection regulations.

II. Data protection notice according to GDPR, Art. 13, 14

The following information informs you about the processing of your personal data by us and the rights to which you are entitled in this context.

<b>1. Person in charge</b>	ESMT European School of Management and Technology GmbH Schlossplatz 1 10178 Berlin Tel.: +49 (0) 30 21231-0 E-mail: <a href="mailto:legal@esmt.org">legal@esmt.org</a>
<b>2. Data protection officer</b>	ESMT has appointed an external data protection officer; he can be reached by e-mail at: <a href="mailto:dataprivacy@esmt.org">dataprivacy@esmt.org</a>
<b>3. Purposes and lawfulness of the processing</b>	<p>a) The purposes of the processing are:</p> <ul style="list-style-type: none"> <li>- Administration of donations, incl. possible issuance of donation receipts <sup>1</sup></li> <li>- Inquiry processing</li> <li>- Communication with donors, also regarding new donation initiatives</li> </ul> <p>b) The following personal data are processed: First and last name, address. E-mail address (contact option for questions about the donation)</p> <p>c) Legal bases of the processing are:</p> <ul style="list-style-type: none"> <li>- Art. 6 para. 1 a), b) and f) GDPR</li> </ul>

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<sup>1</sup> In order to claim a donation of up to EUR 300 for tax purposes, a “simplified donation receipt” will be provided in accordance with Section 50 (2) No. EStDV. You will find the simplified donation receipt, which contains all the required tax information [here](#). Along with this donation receipt, a deposit slip or account statement should be included in your tax claim. For donations over EUR 300, you will receive a separate donation receipt from us, provided we have your address. Donations to recognized non-profit institutions, such as ESMT Berlin, are tax-deductible under Section 10b of the German Income Tax Act.

<b>4. Recipients/categories of recipients</b>	<p>ESMT employees who are responsible for donations.</p> <p>External service providers used as subcontractors or to support administrative activities as part of the provision of services.</p>
<b>5. Duration of data storage</b>	<p>We delete data pursuant to Art. 17 (1) a) GDPR if we no longer need them for the purposes for which we collected and processed them. If the data is processed on the basis of consent and there is a revocation, we delete the data immediately; the same applies if a justified objection to processing has been filed. In the case of statutory retention obligations, deletion only comes into consideration after the expiry of the respective retention obligation.</p>
<b>6. Rights of the data subjects</b>	<p>As a data subject, you may exercise the following rights:</p> <ul style="list-style-type: none"> <li>○ Right of access, Art. 15 GDPR</li> <li>○ Right of rectification, Art. 16 GDPR</li> <li>○ Right to erasure, Art. 17 GDPR</li> <li>○ Right to restriction of processing, Art. 18 GDPR</li> <li>○ Right to data portability, Art. 20 GDPR</li> <li>○ Right to lodge a complaint with the competent data protection authority, Art. 77 GDPR.</li> <li>○ Right to withdraw consent given, Art. 7, para. 3 GDPR</li> <li>○ Right to object if personal data are processed on the basis of legal provisions due to legitimate interests according to Art. 6 para. 1 sentence 1 letter f) GDPR, Art. 21 GDPR</li> </ul> <p>Complaints related to data protection can be made to the supervisory authorities. The competent authority is:</p> <p>Berlin Commissioner for Data Protection and Freedom of Information  Friedrichstr. 219  10969 Berlin  Phone: +49 (0) 30 13889-0  Fax: +49 (0) 30 2155050  E-mail: <a href="mailto:mailbox@datenschutz-berlin.de">mailbox@datenschutz-berlin.de</a></p>

III. For general information on data protection, please click [here](#).

IV. Information on data security and payment

Your data is transmitted encrypted according to the latest security standards to prevent unauthorized third parties from accessing it. Access by us is granted only to a limited number of

ESMT employees, all of whom are familiar with the relevant data protection regulations and have committed to data secrecy.

Payment by credit card is made through the external service provider Stripe, Inc, 510 Townsend Street, San Francisco, CA 94103, USA; more information about Stripe can be found here: <https://stripe.com/de/ssa>.