

Privacy Notice for Volunteers

Welcome to the European Championships 2022. We appreciate your interest in volunteering with us.

We, the European Championships 2022 (hereafter referred to as "*Munich 2022*", "we" or "us") abide by the principles of the European Data Protection Regulation (hereafter referred to as GDPR) in our processes and workflows.

This is to inform you to what purpose and on which legal basis we process your personal data and which rights you have concerning this data processing.

Please take the time to read our privacy notice as it contains important information about how we handle your personal data.

Who is responsible for processing my personal data?

Olympiapark München GmbH, Spiridon-Louis-Ring 21, 80809 Munich, phone +49 89 3067 0, facsimile at +49 89 3067 3333, e-mail info@olympiapark.de is the controller for data processing in the sense of Art. 4 No. 7 GDPR, unless otherwise stated.

Who can I contact if I have questions about the processing of my personal data or if I believe that the processing of my data by Munich 2022 violates data protection laws?

If you think that our processing of your data violates your data privacy rights, please contact us at privacy@munich2022.com.

Why am I being informed about the processing of my personal data?

The protection of your personal data is your fundamental right. Therefore, we're obliged to process your personal data lawfully, fairly and in a transparent manner. We take into account the data protection requirements of the General Data Protection Regulation in our processes, procedures, and workflows. The GDPR requires us, among other things, to inform you about which personal data we process for what purposes and for how long we do so.

What is subject of data privacy?

Personal data, in sense of Art. 4 No. 1 GDPR, is subject to data privacy under the Data Protection Laws of Germany, and the European Union.

What is personal data?

Personal data concerns all matter of information which make use of you as an identified or identifiable person (hereafter referred to also as PII), for example your first name, surname, email address, or usage data such as the IP address or your usage behaviour.

All personal data is used exclusively for the purposes outlined in this privacy notice.

What is the content of this notice?

We have outlined the most important information concerning our typical data processing purposes and clustered it by parties concerned.

The word „data“ in this document pertains solely to personal data in accordance with the data protection laws of Germany, and the European Union.

Information on typical data processing operations separated by data subject groups

What data do we process if you only visit our website?

When you visit our page featuring information about Munich 2022, we only process the necessary data in order to display the website in its best possible form on your device. In principle, use of the website is possible without the usage of personal data.

Therefore, we claim, „in principle”, because we process your IP address in the short term, in order to make it possible for you to view the website. The IP address, also called internet protocol address, symbolizes a network location through which a web server or various devices can be addressed and reached. It takes two IP addresses – ours and yours – in order for the data packets (which make up our website) to be put back together on your end and show up as the actual website.

Server log data

In order to meet your data request, our web server must know your IP address, or rather, „process” it. Every time our site is accessed, our system automatically collates data and information about the operating system of your device. This data is collated and saved automatically in a web protocol file called log file. This data is not linked to any personal data.

You will find more information about this type of processing [here](#).

Strictly necessary cookies – functional cookies and performance cookies

We strive to provide you with an optimal and user-friendly visit to our website, as well as offer you individual and unique services, tailor-made for your needs. For this purpose, we use cookies, as well as tracking programs designed to analyse usage data. These provide us with insight and statistics which help us improve our online presence, our communication with you, and to make our services more attractive and relevant for you.

In the [Munich 2022's privacy notice](#) you will find information about which cookies we use for which purposes and how you can prevent cookies from being stored. Cookies are text files that are stored in your Internet browser or by your Internet browser on your device.

What data do we process if you support us as a volunteer?

If you would like to support us as a volunteer during Munich 2022, we offer you the opportunity to register on our [online volunteer platform](#), the Volunteer Portal. Only registered users who are or will be 18 years of age or older in June 2022, can support us as volunteers.

Creating a user account on our volunteer platform

On our Volunteer Portal, we provide you with the opportunity to sign up, and to create a user account, and to register as a volunteer. We store the data transmitted to us during and after finishing the sign-up process and registration and do not pass it on to third parties.

When signing up, thus creating your user account, we process your *first and last name*, your *email address*, and the *password you have chosen*, as well as your *date of birth*. We process the password exclusively in an encrypted form. We ask for the date of birth during the sign-up process to ensure that only users who are of age on June 1, 2022, that means 18 years or older, create an account in our Volunteer Portal.

Two-factor authentication („Double Opt-In“) of email addresses

Once you have signed up to create a user account, we will send you a link and ask you to confirm the email address you have provided by means of the so-called double opt-in. This way, we ensure that you have access to the specified email account, and that your email address is correct.

Only after clicking on the verification link is your user account active, and only then you can log in to the Volunteer Portal and complete your registration.

In this case, we save the time at which you created your user account to log your sign-up, and, if necessary, to be able to prove your email verification. Additionally, we store the timestamp of your last log in.

The provision of this data is essential for the creation of your user account. We cannot create a user account without this data. We use your data to provide you with your volunteer user account. We store the provided information in your personal central user account. There you can view it at any time and change your password.

At the time of creating your user account, your traffic data, especially your IP address, will also be processed as described [here](#).

Purpose / Lawfulness

We process your data solely to create a volunteer user account. The legal basis for the processing of your data is our legitimate interest in being able to manage the volunteers efficiently, effectively, and sparingly. Legal basis is Art. 6 para. 1 lit. f) GDPR.

Deletion / Storage

You can close your user account at any time. After that, your data will be deleted if they are no longer necessary in relation to the purposes for which they were collected or otherwise processed. This is usually the case after Munich 2022 has ended and we have completed all related activities. Your right of objection remains unaffected.

What happens after creating your user account?

After signing up and verifying your email address, you can log in to your user account and enter further details to register for the selection process.

“Remember me”

We strive to provide you with an optimal and user-friendly access to our Volunteer Portal. To ensure an easier access, particularly to avoid having to log in repeatedly when being inactive, you have the option of saving your login details by checking the "Remember me" box at log in. If you choose to use this option, the cookie "Rosterfy session" will be set. This cookie ensures that you won't be logged out automatically in case of inactivity. Instead you remain logged in as long as you keep the Volunteer Portal opened in your browser. The cookie set is deleted from your device as soon as you close your browser. The cookie will also be deleted if you log out actively by using the "logout option" or if you have changed the settings of your browser so that no cookies are stored on your device at all.

The legal bases for setting the "Rosterfy_session" cookie is Art. 6 para. 1 lit. a) GDPR, namely your consent. You can revoke it at any time by closing your browser or actively logging out of the Volunteer Portal and thus deleting the cookie from your device.

Registration

To register, you must provide the mandatory information in the form stored in your user account. The *mandatory fields* are *marked with a star*. You can also voluntarily enter data in your user profile, view the information you have already entered, and in some cases change and update it.

From spring 2021 to summer 2022, we will select suitable candidates for Munich 2022 from all registered volunteers.

What data do we process if we want to select you as a volunteer from the registered participants?

If you would like to support us as a volunteer during Munich 2022 and you register for the selection process, we process your personal data (so-called registration data) in principle only insofar as this is necessary for the decision regarding the establishment of a volunteer relationship, namely to decide whether you are a suitable candidate. The provision of data is required for participation as a volunteer. It is not possible to submit a registration without providing data, which is marked as mandatory.

Only persons authorized to make decisions will have access to your data. Normally, this is the Munich 2022 Volunteer Management.

We kindly ask you to register exclusively via our Volunteer Portal. We cannot consider registrations or other applications that are sent to us in any other way.

Purpose/ Lawfulness

The processing of your registration data serves the purpose of deciding on the establishment of a volunteer relationship. The legal basis is Art. 6 para. 1 lit. b) GDPR.

Deletion / Storage

In the case that we are unable to accept your application, your data will be deleted six (6) months after a decision on filling the volunteer positions has been made.

Regardless of the outcome of your application for Munich 2022, you have the option to consent to a storage period exceeding the aforementioned erasure period of six (6) months, provided that you are also interested in other volunteer positions at Olympiapark München GmbH and thus to be included in our volunteer pool.

If you give us such consent, we will retain your data until you revoke it. If you revoke your consent, your data will be deleted accordingly. The legal basis for processing beyond the usual retention period is your consent, thus Art. 6 para. 1 lit. a) GDPR.

In any case, you can revoke your consent at any time without cause.

What data do we process after the preliminary selection process is complete?

Certificate of conduct

After completing the preliminary volunteer selection process and after we have informed you accordingly, you can log in to your user account and provide us with your identification document data. We need this data to transmit it to the competent authority for the purpose of official certification of your previously registered criminal record if any. We delete this data immediately after issuing of the official certificate.

For what other purposes do we process the information you provide?

After the selection process has been completed and we have decided that you are a suitable candidate for a volunteer position during Munich 2022, we will process your respective data, primarily for the following purposes:

Taking and publishing pictures, audio, and video recordings

Pictures, audio, and video recordings (hereafter referred to collectively as "recordings") will be taken and made during the Munich 2022 events. You may be the subject of these recordings and be recognizable on them. The use of recordings is exclusively under the regulations as agreed upon with the "General Conditions of Participation for Volunteers in Connection with the European Championships Munich 2022" (hereafter referred to as "Conditions of Participation"). We process your data, namely the recordings, to present Munich 2022 to the public and to fulfil our obligations towards our partners, sponsors, and representatives of the press and media. We will continue to use the recordings even after the end of your volunteer assignment, regardless of the legal reason for which your assignment was terminated. This allows us your assignment of rights via the Conditions of Participation.

The legal basis for taking and publishing pictures, audio, and video recordings is Art. 6 para. 1 lit. b) GDPR.

Emergency contact details

In order to contact someone in case of an emergency and inform them about your situation, we ask you to provide us an emergency contact. We process the information solely for the purpose to communicate with the emergency contact you have provided. This is also our legitimate interest. Without providing this data, communication with your emergency contact is not possible.

We would like to point out that you are responsible for ensuring that the information you provide is correct. Please inform your contact that you have specified them as your emergency contact and make sure that they want to act as such. If the person you have specified as your emergency contact (subsequently) changes their mind, you can change the information provided independently via our Volunteer Portal. You can also inform us about this at any time and we will adjust the emergency contact details named by you.

Communication

To enable us to contact you by phone, email, or letter, we process your communication data. We process your data for the purpose of efficient and effective communication. This is also our legitimate interest. Without the provision of this data, effective communication is not possible.

Accreditation

In order to accredit you as a volunteer, we process your first and last name, your date of birth, and your photo. This is also our legitimate interest. Without the provision of this data, accreditation and thus the activity as a volunteer is not possible.

Assignment planning

In your profile, you have an opportunity to provide information about your knowledge, skills, interests, and your time availability. We process this mostly voluntary information so that we can plan and design your assignment according to your interests and your time availability. The processing of this data, therefore, takes place within the framework and for the purpose of effective, demand, and interest-based assignment planning.

Providing event apparel

As a volunteer at Munich 2022, you will receive appropriate clothing from us, which you must wear during your assignment. In order to provide you with the appropriate clothing, we need the relevant information, especially your clothing size and whether you prefer men's or women's clothing. We process your data to provide you with the appropriate clothing. This is also our legitimate interest. Without this data, the provision of clothing and thus the activity as a volunteer is not possible.

Accommodation/ Dietary habits

In your profile, you also have the option to provide information about your living situation, your special dietary habits, and any food allergies. We process this voluntary information in order to be able to organize suitable, and if necessary, barrier-free, accommodation for you or to support you in your search according to your needs. We process the data on your eating habits and any food allergies in order to be able to provide you with the appropriate meals during your assignment. The query enables us to plan accordingly and ensures a needs-based process.

Purpose/ Lawfulness

The processing of your data generally serves the purpose of the uniform, data-saving, effective, smooth, and secure process and course of Munich 2022. This is also our legitimate interest. The legal basis for this is unless we have explicitly described otherwise in this privacy notice, Art. 6 para. 1 lit. f) GDPR.

Deletion / Storage

All your data are stored in accordance with the retention periods under tax and commercial law. If storing your data is not stipulated by the law, we delete your data as soon as they are no longer necessary in relation to the purposes for which they were collected. This is usually the case after Munich 2022 has come to an end and we have completed all related activities.

Our service providers

We use service providers, in particular for the provision, maintenance, and care of IT systems. Our service providers process your personal data on our behalf and according to our instructions within the European Union (EU), unless we have explicitly described otherwise in this privacy policy.

We have concluded the EU standard contractual clauses with non-European providers. We would like to point out that these providers thereby agree to comply with the data protection standards of the EU, so that there is an appropriate level of protection for your data under data protection law.

What rights do I have?

You have the right to obtain confirmation as to whether or not personal data is processed by us, which categories of data it is, as well as other information, such as the purpose of the processing, the recipient or categories of recipient to whom the data have been or will be disclosed as well as the period for which the data will be stored, and other information outlined in Article 15 GDPR.

You have the right to demand we supply all your personal data or correct any incorrect personal data (***Right of access / Right of rectification***).

You have the right to request the immediate erasure of personal data, or alternatively request a restriction of the processing of your personal data. (***Right of erasure***).

You have the right to receive all personal data with which you provided us in a structured, commonly used and machine-readable format as well as request the data be transmitted to another controller (***Right of portability***).

You have the right to withdraw your given consent at any time without cause, in perpetuity. When you withdraw your consent, we are no longer allowed to process any personal data to which use you formerly consented, in perpetuity. Please direct all permission withdrawal requests to privacy@munich2022.com (***Right of withdrawal***).

In case we process your personal data based on our legitimate interests, you can object to their future use at any time on grounds relating to your particular situation. However, we may not always be able to comply, for example in case legal regulation requires us to process your data (***Right to object***).

In case your objection concerns direct marketing, you have a general right to object. In that case we will abide by your right to object without you having to make your case concerning special circumstance. Please direct all objections to privacy@munich2022.com.

In addition, you have the right to enter a formal complaint with the responsible supervisory authority. The supervisory authority for us is the The Bavarian Data Protection Commissioner (BayLfD). However, you can also contact your local regulatory body or that of your employer.

You can contact BayLfD at Wagnmüllerstr. 18, 80538 Munich, phone at +49 (0) 89 313 6730 or online at <https://www.datenschutz-bayern.de>.

Last modified on April 21st, 2021