

**Note for (future) employees  
for the use of IT applications of Med Uni Graz,  
whose personal data are processed in the cloud**

Med Uni Graz provides its employees with IT applications to support their activities. These products (e.g. Microsoft Office, Cisco Webex, DUO, RefWorks, etc.) are partly also provided by companies outside the European Union, which process the users' personal data for economic and legal purposes (in particular for quality assurance and verification of access authorizations) sometimes also in third countries.

In individual cases, the processed data may include in particular the IP address, user name, service telephone number, place of work, e-mail address and usage behavior of the employee. Med Uni Graz takes care to ensure that the default settings are as data protection-friendly as possible, so that as little personal data as possible is transmitted to these companies.

In order to avoid a data transfer to external servers as far as possible, Med Uni Graz provides its own cloud services, so that the use of external cloud services for business purposes is neither necessary nor desired. For example, the contents of Word documents must not be stored in the Microsoft cloud (OneDrive) as a matter of principle.

The processing of your personal data is based on the following legal basis: Art 6 para. 1 lit. b, c, e GDPR.

If you have any questions regarding data protection, please contact the data protection officer of Med Uni Graz ([datenschutz@medunigraz.at](mailto:datenschutz@medunigraz.at), 0664/88 96 17 48).