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# Privacy policy for Rote Hilfe applicants

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This document, in accordance with Article 13 of the General Data Protection Regulation and in particular in the spirit of solidarity, is intended to tell you what happens to your data when we process support cases. The characters (E) and (G) are explained below.

We try to store as little as possible in computers and delete your data as soon as possible. Here's what we can't avoid:

- Local groups (Ortsgruppen, OGs) may store support case cover sheets in computers, which include your contact and bank information, a brief description of the incident, the allegations, and the OG's vote on your case. Some OGs also keep a paper copy of your file for the time of processing. The rules for deleting them are not uniform across OGs, and it is reasonable to expect they will keep them around for one or two years for reference and in case of questions from you (E). If you want to be sure that your data will be deleted from the OG immediately after the decision at the federal level, talk to your OG.
- Your documents will be sent on paper to the office in Göttingen. There your application will be entered into a file with the following data: Date of receipt, file number, name, local group, availability of a data processing consent, member yes/no (E). This data will be retained for 10 completed calendar years for possible audits by the tax office. (G)
- Your documents will be forwarded to a member of the federal board (Bundesvorstand, BuVo) for processing, who prepares the decision on the support request. He\*she, too, has a list of his\*her cases with the data and free text remarks in a table on a computer stored. (E)
- After the decision on your support request, your documents will be sent promptly back to the office. We must also retain these records for 10 calendar years for possible audits by the tax office (G).
- We transfer the bank details you have given us to our bank (GLS), in order to be able to transfer the support amount.

After the expiration of the 10-year storage period, we will hand over the documents for archiving to the Hans-Litten-Archive, which was established, among other things, to document the activities of the RH (E). The Hans-Litten-Archiv is a non-profit association and state-approved archive based in Göttingen, the by-laws of which you can review at <http://www.hans-litten-archiv.de/> (Verein → Über uns). In this way, we hope to make today's experiences in the struggle against repression useful in the future and to provide future interested parties and historians with material for reappraisal and analysis. On the consent form there is a separate check box for the archiving; if you give your consent at application time, you can of course withdraw it at a later time. However, please state your file number, because in particular during the archive's embargo period it might be impossible to locate your file otherwise.

*Formal information according to Art 13 DSGVO*

**Responsible for the processing** is the federal board of the Red Aid:  
Rote Hilfe e.V.

Bundesvorstand  
PO Box 3255  
37022 Göttingen

You are always welcome to contact the **data protection commissioner** ([mailto:datenschutzbeauftragte\\_r@rote-hilfe.de](mailto:datenschutzbeauftragte_r@rote-hilfe.de)).

**Legal basis** of the processing are:

- Your consent according to Art. 6 (1) lit. a GDPR (marked with (E) above).
- A legal obligation according to Art. 6 (1) lit. c GDPR (marked with (G) above).

The only electronic **transmission** of your data the money transfer, where we transmit your name and the account number of the recipient to our bank (GLS).

You can **request information** about the data we have stored about you at any time. However, we want to make sure that only the applicants themselves see their data. Therefore, we ask that such requests for information be made through the local group, which will then verify your identity. If this is really not possible, please contact the data protection commissioner.

In this way you can also have data that we store according to (E) **deleted**. A deletion during processing means that you withdraw your support request, a deletion request during the legal ten-year period essentially means that your records will not be handed over to the HLA, regardless of whether you agreed to the transfer in the consent form.

You have a right of appeal to our **supervisory authority**, the State Commissioner for Data Protection and Freedom of Information of Lower Saxony (Landesbeauftragter für Datenschutz und Informationsfreiheit Niedersachsen), Prinzenstraße 5, 30159 Hannover. However, in the spirit of solidarity we would appreciate if you first tried to work out your concerns with us directly, or with our data protection commissioner).

Summig up: We handle your data as carefully as possible. We are aware that in a largely volunteer-driven organization, things can go wrong and we try to minimise the possible consequences.