

Privacy policy

1. General information

Based on Article 13 of the Swiss Federal Constitution and the data protection regulations of the Swiss Confederation, every person has the right to protection of his or her privacy as well as to protection against misuse of his or her personal data. The Archives of Contemporary History of ETH Zurich complies with these regulations on its websites and web services.

Your data is a matter of trust for us. The Archives of Contemporary History will only collect personal data that is absolutely necessary for the fulfilment of its tasks (data economy). We carefully manage stored data and protect it from misuse of any kind.

We process personal data in accordance with the provisions of Swiss data protection legislation and, where applicable, in accordance with the EU General Data Protection Regulation (GDPR).

2 What happens with your data?

a) What data is collected?

As soon as you register to use the Archive of Contemporary History, we store the following data:

1. your personal data (i.e. name, address and other contact details as well as identification data, e.g. passport data)
2. your request details (e.g. subject and purpose of use, administrative-legal details, e.g. publication details).

We use the data and documents obtained in the course of your usage exclusively in connection with your usage and - subject to your consent - to send you information about the Archives of Contemporary History.

b) Duration of retention

We retain and process this data for as long as is necessary for the fulfilment of our contractual and legal obligations, respectively as long as you have not withdrawn your consent. Afterwards, we will anonymise this data and archive it together with the associated business documents.

We use the anonymised data exclusively for statistical purposes. You can get insight into the data archived about you, e.g. for information you require about your usage. For receiving information, we need your request number because of the anonymisation.

The data you leave behind when using the public web offer of the Archives of Contemporary History are anonymised and evaluated for statistical purposes only. After the annual evaluation, we delete the data of the respective previous year.

c) Cookies

We use Cookies on various pages to make visiting the website more attractive and to enable the use of certain functions. Cookies are small text files that are stored on your computer. Most of the cookies used will be deleted from your hard drive at the end of the browser session (so-called session cookies). Other cookies remain on your computer and enable us to recognise you on your next visit (so-called permanent cookies). You can prevent the

storage of cookies in your browser by restricting or switching off the storage and reading of cookies. Please note that you might not be able to use certain functions of the website without cookies.

d) Social networks and other third-party services

We manage various accounts or profiles on social networks (including Facebook, Instagram, YouTube, etc.). Third parties provide these sites or services. Each of these sites has its own data protection regulations. Users must be aware that data can be collected via these services and also passed on to other parties. If users simultaneously use an account of such a service, the provider can assign any transmitted information directly to the respective personal account. The Archives of Contemporary History declines any responsibility for such third-party websites or services.

3. Data security

The data you enter in a form or leave behind when interacting with our websites is transmitted in encrypted form and stored with all due care. Any data we collect will only be used for the declared purpose and will not be passed on to third parties. In addition, we apply appropriate technical and organisational security measures during data processing to protect your data against accidental or intentional manipulation, partial or complete loss, destruction or against unauthorised access by third parties.

4. Your rights

You have the right to request information about the processing of your personal data at any time and free of charge. To do so, please contact the office named in the imprint.

Further rights such as the right to data deletion, data correction, restriction of data processing and the right to data transfer exist within the legally prescribed framework. To do so, contact the ETH data protection advisor at ds@ethz.ch. You can also write by post to the following address: ETH Zurich, Legal Service (Data Protection), Rämistrasse 101, 8092 Zurich, Switzerland.

Zürich, 22. September 2023