

# LEBEN IN DEUTSCHLAND

## Declaration on Data Protection and on the Absolute Confidentiality of your Information Provided in the Oral or Written Interview

The study “Living in Germany” is carried out by Kantar Public (previously: TNS Infratest Sozialforschung), a business unit of Kantar Germany GmbH in Munich, in cooperation with DIW Berlin (German Institute for Economic Research) and the IAB (Institute for Employment Research) in Nuremberg.

All of these institutes adhere to the regulations of the Federal Data Protection Act (BDSG) and all other data protection provisions, and carry joint responsibility for data protection throughout the course of their work together.

No one will be able to find out the name or identity of any respondent from the results of the survey.

The same applies to all follow-up surveys in which a further interview or other tests are conducted with the same person after a period of time. The answers from different surveys are linked by means of a code number—that is, without names or addresses.

If you consent to the linkage of your career history data with the IAB data, we will proceed in exactly the same way: the linked data will contain no addresses or names.

If children aged 18 or younger in your household are to be surveyed, you will be asked for your written consent as parent or legal guardian prior to the interview.

If the institutes discontinue their cooperation before the conclusion of the project, all of the material will be handed over to DIW Berlin and IAB, which will then take on joint responsibility for data protection. All addresses will be deleted at the conclusion of the study, and if the Kantar institutes withdraw from the project early, addresses kept at Kantar Public will be deleted at that time.

The data collected are not only important for research projects at DIW Berlin and the IAB; researchers from across Germany and worldwide receive the data that DIW Berlin and the IAB collect in the survey “Living in Germany” and use these data as the basis for their research and teaching. Of course, these data are distributed only in anonymous form, so it is completely impossible for researchers working with the data to identify the participants.

In any case: your participation is voluntary. There are no negative consequences for you in the case of non-participation.

Those responsible for ensuring adherence to the data protection regulations are:

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### DIW Berlin

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## What happens with your answers?

1. The interviewer will enter your answers into the questionnaire. The questionnaire may be on paper or on a computer. If it is a computer questionnaire, the interviewer will input your answers to the questions on a laptop. If it is a written questionnaire that you received in the mail, you will enter your answers yourself.
2. At Kantar Public, the addresses will be separated from the questionnaires. Any ambiguities in the answers of individual respondents will be cleared up first by telephone. Answers, names, and address will be assigned a code number and will be saved separately. Those who see your answers later will therefore not know who provided the answers. Your name and address will be saved in order to visit or write to you again later as part of this survey. When the entire study comes to an end, the names and addresses will be deleted.
3. Your answers from the questionnaire part of the survey will be converted into numbers and saved onto a data carrier (CD, DVD, etc.) without your name or address for use in data analysis.
4. Your answers (without names or addresses) will be analyzed on a computer at the location where researchers are located. The computer is used to count the answers and to calculate, for example, percentages.
5. Researchers calculate the overall results of the study and results for various subgroups and present these, for example, in table form.
6. Your answers will be linked with data on your occupational history at the IAB if you provide consent for data linkage at a later date. This will be used to create an anonymized dataset for scientific research.
7. Of course, the participating institutes will **adhere to all data protection regulations. You can be absolutely certain that:**
  - Your name/your address will not be passed on to third parties;
  - No data that allow you to be identified will be passed on to third parties.

**We thank you sincerely for your participation and for your trust in our work!**