

## **Statement on Data Protection and Confidentiality of your Answers for verbal or written Interviews**

For the survey "Leben in Deutschland (Living in Germany)" TNS Infratest Sozialforschung GmbH and TNS Infratest Holding GmbH & Co. KG in Munich are co-operating with the German Institute for Economic Research (DIW), Berlin.

These institutes are working in full accordance with the guidelines of the German data protection regulations and account for data protection in the framework of their co-operation for this project.

The results of this survey will be solely reported in an anonymous form. This means: By looking at the results no one will be able to discern which answers have been given by whom. The institutes mentioned above will never deliver any data to a third party which will allow any person to be identified.

This also applies to follow-up surveys, when after a certain period of time an interview is carried out once again with the same person and data from several interviews are combined by a code number, without name and address.

If the respondent is under 18 years old and no adult is present at the moment: Please show this statement to your parents, legal guardian/s, or adult companions with the request to approve.

In case the co-operation between the DIW and TNS Infratest Sozialforschung should end before conclusion of the overall project (at which time all personal data will be deleted), the entire material will be handed over to the DIW, which thereby solely takes the responsibility of data protection.

The obtained data are not only of importance for the research work in the DIW. The DIW provides the anonymised information gained from the survey "Leben in Deutschland" to other scientists in Germany and abroad who use these findings as a basis for their work in research and teaching. As just said, this will be done only in anonymous form, so no receiver of the data will be able to detect any participant.

The persons in charge of the compliance with data protection regulations are at:

## What happens with your answers?

1. Our TNS Infratest employee inserts your answers into the questionnaire. In case of a written interview you will insert the answers by yourself.
2. At TNS Infratest Sozialforschung address and questionnaire are separated. Possible unclear answers of respondents will be checked beforehand over the phone. Data and address are labelled with a code number. As a result anyone looking at your answers will not be able to discern by whom they were provided. The address remains with TNS Infratest Sozialforschung, yet only to the conclusion of the overall survey. It merely serves to contact you for a new interview once again later.
3. The interview data of the questionnaire is converted into figures and saved – without your name and without your address, in anonymous form - on a data medium (diskette, compact disc, DVD).
4. After that the data (without name and address) is analyzed by a computer. The processor counts all the answers and calculates results such as percentages.
5. The total results and the results of sub-groups will be presented in tables.
6. In any case:

Your participation is **voluntary**. There will be **no disadvantages**, if you do not participate. It is understood that all participating institutes keep strict **compliance with all data protection regulations**. **You can be absolutely assured that**

- your name and your address will not be reassembled with your interview data, so no one will learn which answers you have given.
- your name and your address will not be passed on to a third party.
- no microdata that can identify your person will be passed on to a third party.