

99032014062000

Verarbeitung personenbezogener Daten Berichtigung

Heruntergeladen am 09.07.2025

<https://fimportal.de/xzufi-services/103039535/B100019>

Modul	Sachverhalt
Leistungsschlüssel	99032014062000
Leistungsbezeichnung I	Verarbeitung personenbezogener Daten Berichtigung
Leistungsbezeichnung II	Have errors in your stored personal data corrected in accordance with the General Data Protection Regulation (GDPR)
Typisierung	1 - Bund: Regelung und Vollzug, 3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Bund
Freigabestatus Katalog	fachlich freigegeben (gold)
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	
Verrichtungskennung	Berichtigung (62)
SDG-Informationsbereich	Ausübung der Rechte der Betroffenen im Zusammenhang mit dem Schutz personenbezogener

Modul	Sachverhalt
	Daten
Lagen Portalverbund	Verbraucherschutz (1150300)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	09.08.2023
Fachlich freigegeben durch	Federal Ministry of the Interior and for Home Affairs (BMI)
Handlungsgrundlage	https://eur-lex.europa.eu/legal-content/DE/TXT/HTML/?uri=CELEX%3A02016R0679-20160504&from=DE#toCId2
Teaser	If you discover that personal data about you is incorrect or incomplete, you can demand that it be corrected or completed immediately.
Volltext	As a citizen of the European Union (EU), you can demand that any body that collects and processes personal data about you corrects incorrect information. It is irrelevant whether you yourself are responsible for the fact that the information is incorrect. You can also request that incomplete personal data be completed. Personal data includes, for example • Online data such as IP address, location data, e-mail address • Bank data, such as account balances, account numbers • Identification numbers, such as identity card number or social security number • Land register entries • Health information, such as genetic data, medical data • certificates • General personal data, such as name, address, age, marital status • Physical characteristics, such as gender, skin, hair or eye color, height

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	You can assert this right against public and non-public bodies. Public bodies are, for example, authorities, non-public bodies are, for example, commercial enterprises, associations or clubs. You must request the correction of your personal data directly from the relevant public or non-public body. If you wish to submit a written request by post or require general information, please contact the relevant authority with your questions. The contact details of the relevant authority can be found in the list of authorities on the "service.bund.de - Service Online" portal.
Erforderliche Unterlagen	• Copy of your identity card • Alternatively: Copy of your passport together with a copy of your registration certificate
Voraussetzungen	• The body from which you request the rectification must have collected or processed personal data. • The personal data must relate to you personally.
Kosten	free of charge
Verfahrensablauf	You can request a correction of your stored personal data online or in writing by post. Request a correction online: • Call up the online application on the federal portal verwaltung.bund.de. This will guide you step by step through the necessary information, which you can enter electronically. • Note: You will need an electronic ID document for the online application, for example the online function of your ID card. • Upload the required documents as a file (in the file formats PDF, DOC, JPEG, PNG, maximum 10 megabytes per file) and send the application. Alternatively, you can also submit the required documents by post. • The public authority will usually send you the corresponding reply by post to your registration address or, under certain circumstances, by e-mail.

Modul	Sachverhalt
	Request a correction in writing: • You can submit your request informally. • Send your application with the required documents by post to the public authority. • The public authority will send you the corresponding reply by post to your registration address.
Bearbeitungsdauer	4 Woche(n) The correction must be made immediately, i.e. without culpable delay on the part of the body processing the data. In principle, you must be informed of the measures taken no later than 1 month after receipt of your request. If this is not possible, you must be informed of the reasons for the delay and the extended deadline.
Frist	There is no deadline.
weiterführende Informationen	https://www.bfdi.bund.de/DE/Buerger/Basiswissen/Betroffenenrechte/BetroffenenRechte_node.html https://www.bfdi.bund.de/SharedDocs/Downloads/DE/Flyer/Recht-auf-Datenschutz.html?nn=341930
Hinweise	
Rechtsbehelf	There are no generally applicable legal remedies.
Kurztext	• Processing of personal data Rectification • EU citizens can have inaccurate personal data corrected • also applies to the completion of incomplete personal data • Rectification can be requested informally in writing or online • Rectification is free of charge • Processing time: 4 weeks • Responsible: competent authority
Ansprechpunkt	
Zuständige Stelle	
Formulare	
Ursprungsportal	Verarbeitung personenbezogener Daten Berichtigung, Verarbeitung personenbezogener Daten Berichtigung