



**Łukasiewicz**

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Technologiczny

All Łukasiewicz-GIT GDPR Information Clauses are available on the website: <https://git.lukasiewicz.gov.pl/en/personal-data/>

## INFORMATION CLAUSE for journalists and media representatives

Pursuant to Articles 13(1) and (2) and 14(1) and (2) of the General Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation, hereinafter: "GDPR"), we inform you that:

**1. The Controller of your personal data is the Łukasiewicz Research Network - Upper Silesian Institute of Technology** (also referred to as "Łukasiewicz-GIT") with its registered office in Poland, in relation to your personal data processed by the Controller in order to contact you for the purpose of granting an interview, answering press questions or criticism or sending the required information, etc.

The Controller can be contacted as follows:

- by telephone: (+48) 32 23 45 205
- by e-mail: [sekretariat@git.lukasiewicz.gov.pl](mailto:sekretariat@git.lukasiewicz.gov.pl)
- by letter: Sieć Badawcza Łukasiewicz – Górnośląski Instytut Technologiczny, ul. Karola Miarki 12-14, 44-100 Gliwice, POLAND

**2. The Controller has appointed a Data Protection Officer**

You may contact the Data Protection Officer on all matters relating to the Controller's processing of your personal data and the exercise of your rights in relation to the processing of such data, as follows:

- by e-mail: [iod@git.lukasiewicz.gov.pl](mailto:iod@git.lukasiewicz.gov.pl)
- by letter: Inspektor Ochrony Danych Osobowych, Sieć Badawcza Łukasiewicz – Górnośląski Instytut Technologiczny, ul. Karola Miarki 12-14, 44-100 Gliwice, POLAND

**3. Legal basis and purposes of processing your personal data**

The Controller will process your personal data:

- a) Article 6(1)(b) of the GDPR – on the media application form/journalistic accreditation application form sent by you, in order to take the steps necessary to conclude or execute it, i.e., for the purpose and to the extent necessary to carry out the application/accreditation process and enable you to participate in the event,
- b) Article 6(1)(a) of the GDPR – based on your voluntary consent to receive marketing, promotional, and commercial information electronically to the email address you provided in the registration form, within the scope of activities undertaken by Łukasiewicz-GIT, including, among others, sending information materials, newsletters, invitations to conferences, seminars, workshops, and other events organized or co-organized by Łukasiewicz-GIT, in accordance with the Act of July 12, 2024 – Electronic Communications Law, and in accordance with the Act of July 18, 2002 – on the provision of electronic services. You may withdraw your consent at any time by sending information about your withdrawal to the following email address: [komercjalizacja@git.lukasiewicz.gov.pl](mailto:komercjalizacja@git.lukasiewicz.gov.pl), provided that the withdrawal of consent does not affect the lawfulness of processing based on consent before its withdrawal. Refusal to give the above consent will not affect the execution of the application form,
- c) Article 6(1)(c) of the GDPR – processing is necessary for compliance with a legal obligation to which the Controller is subject, i.e., in particular from the Act of 26 January 1984 – Press Law, the Act of 6 September 2001 on Access to Public Information and Articles 1(2), 2(2), 3(2) and 4 of the Act of 21 February 2019 on the Łukasiewicz Research Network, for the purpose of granting interviews and answering questions or press criticism; sending information related to the activities of Łukasiewicz-GIT, unless, under separate provisions, the information is confidential or does violate the right to privacy; carrying out statutory activities by Łukasiewicz-GIT, including informational, promotional, educational and marketing activities,
- d) Article 6(1)(f) of the GDPR – processing is necessary for the purposes of the legitimate interests pursued by the Controller or by a third party, i.e., for contact and execution of the application form, including the possibility for the Controller to make your data available, in the scope of: first name, surname, journalist (press) ID number, position/function, contact telephone number and e-mail address, name of the Editorial Office, solely for organizational purposes to co-organizers of the event and external entities, e.g. providing accommodation, catering, tourist services, etc. to the organizers; retention of documentation related to the execution of the application form for evidentiary purposes for the period resulting from the limitation periods for claims; making contact for the purposes of professional cooperation; retention of correspondence in paper and electronic form for evidentiary purposes for the period resulting from the limitation periods for claims.

**4. Recipients or categories of Recipients of your personal data**

The Controller may transfer your personal data to Recipients, which may be entities providing services to the event organizers, e.g.: companies providing accommodation, catering, tourism services, etc., other Łukasiewicz Research Network Institutes, etc., while maintaining full protection of your personal data, on the basis of relevant agreements concluded, and also to third parties or persons involved in the process of information, promotional, educational and marketing activities of Łukasiewicz-GIT, as well as to authorities supervising the Controller's activities, to superior units and public authorities or entities entitled to obtain data on the basis of applicable regulations and to entities providing services to the Controller within the framework of concluded contracts, inter alia in the scope of:



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- a) provision of document shredding and archiving services,
- b) provision of technical and organisational services to the Controller to ensure efficient management (in particular: ICT service providers, equipment suppliers, courier and postal companies, entities cooperating in the preparation and distribution of publications, entities operating websites, social media, etc.),
- c) provision of legal, insurance and consultancy services.

#### **5. Transfer of your personal data to a third country or international organisation**

Your personal data **will not be transferred** to a third country (a country outside the European Economic Area) or an international organisation within the meaning of the GDPR, subject to the following:

The Controller uses Microsoft 365, which should not result in the transfer of your personal data to a third country. On its website, in its privacy statement, Microsoft explains what personal data it processes, where and how it processes it and for what purposes: <https://privacy.microsoft.com/pl-pl/privacystatement>. Microsoft applies the EU contractual clauses. For more on Microsoft's commitments to protecting the data and privacy of users using the Online Services, including the geographic restriction of data processing from the European Union and Microsoft's compliance with the provisions of the GDPR, please visit the Microsoft Trust Centre: <https://www.microsoft.com/pl-pl/trust-center/privacy>.

#### **6. Retention period of your personal data**

The Controller will keep your personal data for the duration of the application form and until the event ends; for the duration of maintaining contact with you (e.g., conducting an interview, responding to a press inquiry or critique, sending required information, etc.), and then until the end of the limitation period for claims, resulting from generally applicable laws, including Article 118 of the Act of 23 April 1964 the Civil Code. The Controller will keep your personal data for archival purposes for the period of time resulting from the Act of 14 July 1983 on National Archival Resources and Archives to the extent that these requirements are applicable and the internal regulations of Łukasiewicz-GIT. At the end of these periods, your personal data will be deleted.

#### **7. Your rights in relation to the processing of your personal data**

- a) You have the right, pursuant to Articles 15-20 of the GDPR, to request from the Controller, in the manner set out in point 1 above, access to your personal data, its rectification, erasure ("right to be forgotten"), restriction of processing and the right to data portability.
- b) You have the right, pursuant to Article 21(1) of the GDPR, to lodge an objection with the Controller, on grounds relating to your particular situation, in the manner set out in point 1 above, to the processing of your personal data for the purposes of the legitimate interests pursued by the Controller or by a third party (Article 6(1)(f) of the GDPR). You have this right only if there are no compelling legitimate grounds for the processing that override your interests, rights and freedoms or for the establishment, exercise or defence of legal claims.
- c) You have the right, pursuant to Article 7(3) of the GDPR, to withdraw your consent to the use of your personal data, in the manner specified in point 3(b) above, at any time, if the processing is based on your voluntarily given consent, in accordance with Article 6(1)(a) or 9(2)(a) of the GDPR. If you consent to the sending of marketing, promotional, and commercial information within the scope of activities undertaken by Łukasiewicz-GIT, withdrawing consent will result in the Controller being obligated to cease sending marketing, promotional, and commercial information to the email address provided, within the scope of activities undertaken by Łukasiewicz-GIT. The withdrawal of consent does not affect the lawfulness of processing based on consent before its withdrawal.
- d) You have the right to lodge a complaint with the supervisory authority i.e., President of the Personal Data Protection Office in Poland, by telephone: (+48) 22 531 03 00, by email: <https://uodo.gov.pl/pl/p/kontakt> or by letter at the address: Prezes Urzędu Ochrony Danych Osobowych, ul. Stanisława Moniuszki 1A, 00-014 Warszawa, POLAND, if you consider that the Controller's processing of your personal data violates the provisions of the GDPR.

#### **8. Information about the requirement to provide your personal data**

Providing your personal data required to submit or process the application form is a prerequisite for its submission or processing. Failure to provide this data will result in the rejection of the submitted application form or inability to process it correctly. The personal data you provide belong to ordinary personal data, i.e., first name, surname, journalist (press) ID number, position/role, contact telephone number and email address, and the name of the Editorial Office. Providing your personal data required for contact is a condition for conducting an interview, responding to a press inquiry or critique, sending required information, etc. Failure to provide this data will result in the inability to fulfill the aforementioned purposes. Providing your personal data necessary for compliance with a legal obligation to which the Controller is subject (Article 6(1)(c) of the GDPR) is a statutory requirement resulting from applicable law.

#### **9. Source of your personal data and categories of data**

The Controller has obtained your personal data from the Editorial Office / Publishing House with which you cooperate, from co-organizers of the event, or from external entities, e.g., those providing accommodation, catering, tourism, etc. services to the organizers, from another Łukasiewicz Research Network Institute, from persons or third parties involved in the information, promotional, educational, and marketing activities of Łukasiewicz-GIT, or from publicly available sources (e.g., websites, information published in newspapers, magazines, etc.). The personal data received includes ordinary personal data, i.e., first name, surname, journalist (press) ID number, job position, function performed, telephone and e-mail address for contact, name of the Editorial Office / Publishing House, etc.



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## 10. Information on automated decision-making, including profiling

During the processing of your personal data, there will be no automated decision-making, including profiling, which means that no actions referred to in Article 22(1) and (4) of the GDPR will be taken.

### Definitions:

- 1. personal data/data** - means information about an identified or identifiable natural person ("data subject"); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of the natural person;
- 2. Controller** - means a natural or legal person, public authority, entity or another body which alone or jointly with others determines the purposes and means of the processing of personal data;
- 3. Recipient** - means a natural or legal person, public authority, individual or another entity to whom personal data is disclosed, whether or not that person is a third party. Public authorities that may receive personal data in the context of specific proceedings in accordance with the European Union or Member State law, but are not considered Recipients; the processing of this data by these public authorities must comply with the data protection legislation applicable according to the purposes of the processing;
- 4. third party** - means a natural or legal person, public authority, entity or body other than the data subject, the Controller, the processor or the persons who, under the authority of the Controller or the processor, may process personal data;
- 5. processing** - means an operation or set of operations which is performed upon personal data or sets of personal data, whether or not by automated means, such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction;
- 6. consent of the data subject** - means a freely given, specific, informed and unambiguous indication of the will by which the data subject, either by a statement or by a clear affirmative action, consents to the processing of personal data concerning him or her.

