



Mandatory information to be provided under Articles 13 and 14 of the GDPR

Who is the Controller of personal data?

The Controller of the personal data processed is the Institute of Geophysics Polish Academy of Sciences, with its registered office at 64 Księcia Janusza, 01-452 Warsaw, Poland.

How can I obtain additional information on the processing of personal data?

For additional information, please contact with the Data Protection Officer (DPO) appointed by Institute. The relevant contact data are provided below:

e-mail address: iod@igf.edu.pl

mailing address:

Inspektor Ochrony Danych / Data Protection Officer

Instytut Geofizyki Polskiej Akademii Nauk / Institute of Geophysics Polish Academy of Sciences

ul. Księcia Janusza 64,

01-452 Warszawa (Warsaw, Poland).

What is the purpose and legal basis of the processing of personal data in the Institute of Geophysics Polish Academy of Sciences?

Institute processes the personal data because it is necessary to perform its task carried out in public interest, i.e. supporting the scientific research, disseminating knowledge about science, scientific research and development, developing analysis of views and expert opinions regarding the scientific research being conducted, acquisition and processing of collective, cross-sectional and synthesised information on scientific research and development, also for statistical purposes, and supporting the scientific and academic community. In connection with the foregoing, in accordance with Article 6(1) point (e) of the GDPR, Institute process personal data for the following purposes:

- a) presenting and publishing the information on the scientific activities, research and development, and expert,
- b) promoting and presenting the scientific achievements of scholars,
- c) providing comprehensive information on the scientific activities as commissioned by entities operating within the scientific/academic community, as well as public administration bodies and authorities as well as any interested person,
- d) on the basis of available data – creating analysis and statistics for the needs of science and the scientific community in Poland, as well as for the needs of scientific research,
- e) ensuring data security and, in particular, data integrity, accuracy and timeliness,
- f) providing information to stakeholders interested in knowledge and technology transfer from the science sector to the economy,
- g) keeping archives in public interest,
- h) conducting scientific or historical research,
- i) fulfilling statistical goals.

Institute processes personal data of scholars and employees of scientific institutions, as well as other individuals on the basis of their respective consent, as in Article 6(1) point (a) of the GDPR, for the following purposes:

- a) providing information on fairs, exhibitions, conferences and other scientific events organised by entities from the scientific/academic community,
- b) handling of enquiries or comments submitted via the relevant contact forms available at <https://www.igf.edu.pl/>

Is there an obligation to provide my personal data for the Institute?

We do not require you to provide personal data for any of the purposes described above. The provision of your data is completely voluntary. However, the provision of your data is necessary in order for us to be able to conclude and perform our agreement properly and to provide the services specified above.

If, for some reason, you do not provide us with the required personal data, we will, to our regret, not be able to conclude an agreement with you and, therefore, we will not be able to promote, present and disseminate the information about your scholarly achievements

Where your consent is required, we will not be able to inform you about scientific events if you do not express your consent.

As part of our tasks fulfilled in public interest, we will also not be able to provide the public and all interested parties with reliable and true information on the status quo of science, scientific achievements and developments in Poland.

What are your rights vis-à-vis Institute with regard to the data being processed?

We guarantee that all the rights under the General Data Protection Regulation are met in this case, i.e.:

- a) the right of access,
- b) the right of rectification and erasure,
- c) the right to restriction of processing, d) the right to data portability,
- d) the right to object to automated decision-making, including profiling.

In connection with the processing of personal data by Institute, you also have the right to lodge a complaint with the supervisory authority, i.e. the President of the Office for the Protection of Personal Data (address: ul. Stawki 2, 00-193 Warsaw).

Who is the personal data from made available to?

We make personal data available to the following categories of recipients:

- a) natural persons (mostly Internet users),
- b) scientific institutions,
- c) economic operators,
- d) public agencies,
- e) entities engaging in science promotion,

whenever such recipients are interested in obtaining information on the condition of science and higher education in Poland, if they wish to conduct scientific research, seek contact with experts in particular areas or disciplines of science, wish to conduct development works in their companies and are interested in contacting an expert in a specific scientific field/discipline, and we also make the data available to anyone interested in scientific activities, research and development activities in order to establish contact or conduct research.

How long will your data be stored in the Institute?

Your data will be stored by us:

- a) in case your data are processed in connection with the performance of a public interest task – for as long as the purpose of the processing ceases to exist or if an objection is lodged in connection with a specific situation of the data subject, unless there are valid grounds for further processing of such data;
- b) in case your data are processed in connection with an agreement that has been signed – for the duration

- of the agreement, and after its termination until the end of the period of limitation of claims under the applicable provisions of law;
- c) in case your data are processed on the basis of consent – for a period until the purpose of the processing has ceased to exist, the consent has been withdrawn or an objection has been raised.

Do we transfer your data to countries outside the EEA?

Your personal data will be processed by automated means (including profiling). However, this will have no legal consequences for individuals and no material effect on their situation.

Do we engage in automatic data processing (including profiling) in a way that affects your rights?

Your personal data will be processed by automated means (including profiling). However, this will have no legal consequences for individuals and no material effect on their situation.

The personal data profiling by Institute consists in processing the data (also in an automated way) by using them to assess certain information about individuals in the Institute and, in particular, to analyse the individual's areas or disciplines of specialisation.

When can you withdraw your consent to the processing of your personal data on the basis of consent?

In case your personal data are processed on the basis of consent, we hereby inform you that your consent can be withdrawn at any time without providing a reason. You can withdraw your consent by contacting us via e-mail: iod@igf.edu.pl

Further, we hereby inform you that withdrawal of consent remains without any impact on the lawfulness of the processing carried out on the basis of your consent before it was withdrawn.

www.igf.edu.pl

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