

INFORMATION OBLIGATIONS CONCERNING THE RECRUITMENT PROCESS (DOCTORAL STUDENTS)

1. The Controller of your personal data is:
[Jerzy Haber Institute of Catalysis and Surface Chemistry Polish Academy of Sciences](#)
[Niezapominajek 8, 30-239 Krakow](#)
hereinafter called the **Controller**. The Controller performs processing operations on your personal data.
2. Contact details of the **Data Protection Officer: Rafał Andrzejewski**
[mail: iod.r.andrzejewski@szkoleniaprawnicze.com.pl](mailto:iod.r.andrzejewski@szkoleniaprawnicze.com.pl), [tel: +48 504 976 690](tel:+48504976690)
3. The personal data communicated to the Controller by participants of the recruitment process shall be processed pursuant to the applicable provisions of Regulation (EU) No 679/2016 of the European Parliament and the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and the free movement of such data, and on the repeal of Directive 1995/46/EC (General Data Protection Regulation) (OJ EU of 2016, L 119/1, hereinafter called the GDPR).
4. The personal data communicated by a participant of the recruitment process shall be processed pursuant to Article 6 (1) (a, b, c) of the GDPR.
5. The participant of the recruitment process is entitled to request access to his/her personal data, to have them rectified, have them erased or restrict the extent of your personal data processing, lodge a complaint concerning his/her personal data processing, transmit his/her personal data, and lodge a complaint with a supervisory authority.
6. The participant of the recruitment process is entitled to withdraw his/her consent to the processing of his/her personal data at any time, which shall not affect the lawfulness of processing based on his/her consent before its withdrawal.
7. We inform you that the provision of your personal data is voluntary; nevertheless, it is obligatory within the scope required by the applicable legal provisions and necessary for the purposes specified in Clause 1.
8. With regard to those persons who have not been admitted to doctoral studies, the personal data shall be stored for a period of six months following the date of the completion of the recruitment process.
9. Personal data may be transmitted to other recipients, e.g. in accordance with the concluded entrustment agreements, pursuant to Article 28 of GDPR. In order to obtain more specific information, please contact the Controller.
10. We inform you that you have the right to:
 - a) obtain access your personal data, or to modify them, to have them rectified, have them erased or restrict the extent of your personal data processing;
 - b) lodge a complaint with a supervisory authority;
 - c) make a written justified request to cease processing of your personal data due to your particular situation;
 - d) be provided with any information on:
 - the inclusion of your data in the Controller's filing systems and the address of the Controller's registered seat;
 - the purpose, scope and technique of processing your personal data included in such a filing system;
 - the state since when your personal data have been processed in such a filing system;
 - any potential data source;
 - disclosing your data, in particular information on any data recipients or categories of recipient to whom your data have been or will be disclosed.
11. Your personal data shall not be subject to automated individual decision-making, including profiling.

**GDPR is the abbreviation for Regulation (EU) No. 679/2016 of the European Parliament and the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and the free movement of such data, and repealing Directive 1995/46/EC. Hence, in each case we use this abbreviation, we shall refer to provisions of the aforementioned European Community legislation. We shall frequently use the term "General Data Protection Regulation" interchangeably. The GDPR imposes on the Controllers the obligation to meet the so-called information requirement towards individuals whose personal data are being processed by the Controller (Article 13 of the GDPR).*