

INFORMATION OBLIGATIONS – PERSONS EMPLOYED ON THE BASIS OF CIVIL-LAW CONTRACTS

1. The **Controller** of your personal data is: **Jerzy Haber Institute of Catalysis and Surface Chemistry, Polish Academy of Sciences, 8 Niezapominajek St., 30-239 Kraków**, 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, tel: 504 976 690
3. Your personal data shall be processed for the purposes of employment, trainings, improving qualifications, complying with the specific legal obligations and rights of the Controller or those of a data subject in matters of social security and social security, preventive health or occupational medicine, determination of the worker's fitness for a post, medical diagnostics, provision of healthcare or social security, for information purposes or for the promotion and brand enhancement of the Controller.
4. The legal basis for the processing of your personal data is Article 6 (1)(a, b, c) and Article 9 (2)(a, b, h) of Regulation (EC) No 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EEC (General Data Protection Regulation) of 27 April 2016 (EU Journal of Laws L No 119 p. 1, hereinafter called GDPR) and other legislative acts, in particular the Act of 15 April 2011 on Healthcare Institutions and its implementing acts, the Act of 23 April 1964 – the Civil Code and its implementing acts, the Act of 24 April 2003 on Public Benefit Activity and Voluntarism and its implementing acts, the Act of 27 August 1997 on Vocational and Social Rehabilitation and Employment of the Disabled and its implementing acts, the Act of 13 October 1998 on Social Security System and its implementing acts, the Act of 27 August 2004 on Healthcare Services Financed from Public Funds and its implementing acts.
5. Your personal data may also be processed by entities with which the Controller has concluded entrustment agreements on personal data processing, in particular in the fields of IT, legal, human resources, accounting, health and safety at work, persons and property protection or personal data protection services, as well as by entities to which the Controller transfers the personal data or makes them available, to the extent permissible by the law, in particular to law-enforcement or judicial authorities, inspection bodies, tax authorities, the social security system and the National Health Fund.
6. The provision of personal information is necessary to enter into the contract; in the case of failure to provide the data, the conclusion of the agreement shall not be possible. In the remaining scope, your personal data can be processed on the basis of the consent granted by you or other conditions for the lawfulness of data processing, as specified in Articles 6 and 9 of GDPR.
7. You have the right to:
 - a. request the Controller to enable you to access your personal data, or to have them rectified, have them erased, or restrict the extent of your personal data processing, as well as to demand notifying the recipients of your personal data about any rectifications, erasure or restrictions of the data Controller's processing,
 - b. object to the processing of any data concerning you,
 - c. object to automated individual decision-making, including profiling,
 - d. data portability,
 - e. receive copies of all your personal data undergoing processing,
 - f. lodge a complaint with a supervisory authority (currently: the General Data Protection Officer, in the future: the competent supervisory authority in accordance with the applicable legal provisions),
 - g. withdraw your consent to the processing of your personal data.
8. Your personal data shall not be subject to automated individual decision-making, including profiling.
9. If the conditions contained in the provisions of Article 6 (1)(a) and Article 9 (2)(a) of GDPR cease to exist, you are entitled to withdraw your consent at any time without affecting the lawfulness of processing based on consent before its withdrawal.
10. Your personal data shall be stored throughout the term of the contract and for the required period after its expiry, pursuant to the applicable legal provisions, in order to enable archiving or pursuing claims.