



**INFORMATION CLAUSE CONCERNING THE PROCESSING BY THE POLISH INVESTMENT AND TRADE AGENCY (PAIH) OF PERSONAL DATA IN CONNECTION WITH PARTICIPATION IN THE BUSINESS SEMINAR**

According to Art. 13 sec. 1 and 2 of the Regulation (EU) 2016/679 of the European Parliament and 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 / EC (general regulation on data protection) (Journal of Laws UE.L Nr. 119, page 1) (hereinafter referred to as "GDPR"), we would like to inform you that:

**1. Data controller**

The controller of the data provided by you in connection with the expression of interest in participating in the business seminar (herein after the "event") is the Polish Investment and Trade Agency (PAIH) with its seat in Warsaw (address: ul. Krucza 50, 00-025 Warsaw), entered into the register of entrepreneurs of the National Court Register by the District Court for the Capital City of Warsaw in Warsaw under KRS number 0000109815 (hereinafter the "Administrator"). The Administrator can be contacted via the contact form on the website [www.paih.gov.pl](http://www.paih.gov.pl) or by sending an e-mail to the following address: [iod@paih.gov.pl](mailto:iod@paih.gov.pl) as well as via traditional mail, at the address of the Administrator's seat indicated above.

**2. The data protection officer**

The contact person for all matters regarding the protection of personal data and your rights is the Data Protection Officer. The Data Protection Officer can be contacted by sending an e-mail to the following address: [iod@paih.gov.pl](mailto:iod@paih.gov.pl) or via traditional mail at the address of the Administrator's seat indicated above, with the note "To the Data Protection Officer".

**3. The purposes and grounds for processing personal data**

The administrator processes your personal data for the purpose of:

- 1) Registering for an event and contacting the participants in terms of organizational activities preceding the event and providing selected materials after the event, with your consent, which is the registration for the event (Article 6, paragraph 1 point a) of GDPR);
- 2) Ensuring compliance with security requirements at organized events related to keeping the list of participants arising from the legitimate interest of the Controller (Article 6 (1) (f) of GDPR);
- 3) For other purposes related to the business activity conducted, including the implementation of legally justified interests related to the need to pursue claims connected to the tasks performed – pursuant to Article 6 paragraph 1f) of GDPR;
- 4) Keeping statistics, preparing reports, and archiving for internal purposes of the Agency related to the number of participants as fulfilment of the legal obligation incumbent on the controller associated with public activity (Article 6, paragraph 1c) GDPR);
- 5) possible determination, investigation or defense against claims related to the organization of the Event (Article 6 paragraph 1f) of GDPR).

#### **4. Data recipients**

The Administrator may transfer personal data to persons authorized by the Administrator to process data as part of their official duties, entities to which the Administrator entrusts the performance of activities that require data processing, in particular in the field of e-mail handling, administrative services, legal or advisory services, providers of ICT services and technical equipment. The recipients of your personal data may also be entities and bodies authorized to receive your data on the basis of generally applicable provisions of Polish law.

The administrator may transfer personal data to third countries, i.e. countries outside the European Economic Area. Your data may only be transferred to third countries or entities for which an adequate level of data protection has been established by the decision of the European Commission. The list of countries for which the European Commission has issued a decision confirming that the third country ensures an adequate level of protection can be found at this link: [https://ec.europa.eu/info/law/law-topic/dataprotection/international-dimension-data-protection/adequacy-decisions\\_en#relatedlinks](https://ec.europa.eu/info/law/law-topic/dataprotection/international-dimension-data-protection/adequacy-decisions_en#relatedlinks). In the absence of a decision by the European Commission stating the adequate level of protection referred to in Art. 45 sec. 3 GDPR, your personal data may be transferred to a third country only on the basis of: binding corporate rules, standard data protection clauses adopted by the European Commission, standard data protection clauses adopted by the Polish supervisory authority and approved by the Commission, an approved code of conduct or an approved mechanism certification (Article 46 of the GDPR). In the absence of a decision by the European Commission stating the adequate level of protection referred to in Art. 45 paragraph 3 GDPR or the lack of appropriate safeguards specified in Art. 46 GDPR, including binding corporate rules, we will ask you for express consent to such transfer to a third country or international organization, informing you of the prior risk related to such transfer pursuant to art. 49 paragraph 1a GDPR. In connection with the transfer of data outside the EEA, you may request information about appropriate safeguards in this regard, obtain a copy of these safeguards or information about the place where they are made available by contacting us at the address indicated in point. 1 above

#### **5. Data storage period**

Personal data will be stored:

- 1) for 8 months from the day of the end of the event or until you submit your request: for their removal, withdrawal of consent to the processing of personal data, processing restrictions, objection to their processing or their transfer,
- 2) in order to establish an investigation or defence against claims - until the claims are time-barred in accordance with generally applicable provisions of Polish law;
- 3) until the legally justified interest of the Administrator is realized,
- 4) until the obligation to store personal data resulting from the generally applicable provisions of Polish law expires.

The event participants' registration forms submitted in violation of the Regulations will be removed within 3 days from the date of finding the irregularities.

#### **6. Rights of data subjects**

In connection with the processing of personal data, the data subject has the right to: access data, rectify data, delete data, limit data processing, object to data processing, transfer data, as well as submit a complaint to the President of the Office for Personal Data Protection. You are entitled to these rights in the cases and to the extent provided for by generally applicable law, in particular the provisions of GDPR.

**7. Information on the requirement / voluntary provision of data**

Providing your personal data is voluntary, however, it is necessary to participate in the event.

**8. Information on automated decision making, including profiling**

Based on personal data, the Administrator will not make automated decisions, including decisions resulting from profiling.