



UNIVERSITY
OF WARSAW



Information on personal data processing

Controller

Controller of your personal data is the University of Warsaw, ul. Krakowskie Przedmieście 26/28, 00-927 Warszawa, as the Employer.

Contact with the controller:

- by traditional mail at: University of Warsaw, ul. Krakowskie Przedmieście 26/28, 00-927 Warszawa;
- by phone: +48 22 55 20 000.

Data Protection Officer (DPO)

Controller has designated Data Protection Officer whom you may contact via email at iod@adm.uw.edu.pl.

You may contact the DPO in all matters relating to your personal data processing by the University of Warsaw and the exercise of rights in relation to the processing of personal data.

The DPO can be contacted in all matters concerning the processing of your personal data by the University of Warsaw and your exercise of rights related to with regard to the processing of personal data.

It is not the task of the DPO to deal with other matters, such as providing information on how to obtain grants under the call to which you have applied.

Purpose and legal grounds of data processing

Your personal data will be processed for the purpose of funding, implementing, accounting for the grant under the call to which you have applied.

The basis for processing personal data is:

- art. 6 section 1 letter c GDPR¹ – processing is necessary for compliance with a legal obligation to which the controller is subject (Act on Higher Education and Science, implementing regulations to the Act, as well as accounting and tax law provisions);
- art. 6 section 1 letter e GDPR – processing is necessary for the performance of a task carried out in the public interest to the extent necessary for the development of science and economic innovation;
- art. 6 section 1 letter a GDPR – if you consent to the publication of your personal data (name and surname, academic title) in the ranking lists on the UW and IDUB website.

¹ Regulation of the European Parliament and the Council (EU) 2016/679 of April 27, 2016 on protection of individual persons with regard to the personal data processing and on the free flow of such data, and also repealing Directive 95/46/EC (general regulation on data protection) (Official Journal EU L 119 of 04.05.2016, page 1, with subsequent changes) (hereinafter as the GDPR)

Data retention period

Your data will be processed for the period necessary to achieve the aforementioned objectives and to make the necessary settlements, and thereafter for the period required by the provisions on archiving, including the UW Clerical Instruction.

Data recipients

Access to your personal data will be provided to authorized employees, associates or students of the University of Warsaw who need to process your data in connection with in connection with the performance of their official duties.

Recipients of your data may also be entities to whom the controller subcontracts the performance of specific activities that require the processing of personal data, with these entities a contract for the entrustment of personal data processing will be signed to ensure an adequate level of protection of your personal data.

Data transfer outside the European Economic Area (EEA)

Your personal data shall be disclosed to subjects authorized by law. Signing-in is through Google Forms. Your personal data may be also processed by our provider of G-Suit for education by Google Company in their data processing centres².

Rights of the data subject

Under the GDPR data subjects have the following rights:

- to access data and to receive copies of the actual data;
- to correct (rectify) your personal data;
- to restrict processing of personal data;
- to erase personal data, subject to provisions of Art. 17 section 3 of the GDPR;
- to file a claim with the President of the Personal Data Protection Office, if you believe data processing violates law.

Information on the requirement to provide data

Providing the data indicated in this form is necessary in order to achieve the intended purpose, failure to provide the data will result in the inability to consider the application under the call for which you have filled out the application. Providing personal data processed based on consent is voluntary.

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applicant's signature

² <https://www.google.com/about/datacenters/inside/locations/index.html>