

Content of the information obligation for contractors and contract signers and designated contact persons

In accordance with the provisions of Article 13 and Article 14 of the Regulation of the European Parliament and of the Council (EU) 2016/679 of April 27, 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 Data Protection Regulation) (OJ EU L 119 of 04.05.2016, p. 1, as amended), hereinafter referred to as "GDPR", you are informed that:

1. The Data Controller of your personal data is the Institute of Physics of the Polish Academy of Sciences (hereinafter: "IF PAN"), Al. Lotników 32/46, 02-668 Warsaw. You can contact the Data Controller in the following way - by letter to the following address: Al. Lotników 32/46, 02-668 Warsaw, ph:(22) 116-2111, e-mail: director@ifpan.edu.pl
2. In matters related to your personal data, please contact the Data Protection Officer as follows - by letter to the following address: Al. Lotników 32/46, 02-668 Warsaw, or via e-mail at the following address: iodo@ifpan.edu.pl.
3. Your personal data will be processed based on:
 - Article 6 Section 1 (b) of the GDPR for the purpose of performing the contract – personal data of contact persons, representatives, or employees of the contractor will be processed in order to fulfill the rights and obligations related to activities prior to the conclusion of the contract and arising from the concluded contract. The scope of personal data includes: name and surname, contact phone number, e-mail address, job title,
 - Article 6 Section 1 (c) of the GDPR to document the concluded contract and its settlement - providing and processing personal data is a legal requirement, particularly in regard to fulfilling statutory obligations (the necessity for IF PAN to comply with legal obligations arising from legal provisions, especially in terms of archiving, tax, accounting, and reporting),
 - Article 6 Section 1 (f) of the GDPR due to the need to pursue the legitimate interests of IF PAN, which involve enabling the performance of the contract, as well as determining, pursuing, or defending against potential claims. The scope of personal data includes: name and surname, contact details, PESEL number, place of residence or place of business, bank account number,
 - Article 6 Section 1 (f) of the GDPR based on the Data Controller's legitimate interest in ensuring the implementation of the subject of the concluded contract - in relation to persons designated by the contractor for contact
4. The recipients of your personal data will be persons or entities to whom your personal data may be disclosed based on the rights resulting from legal provisions. They can also be entities to whom IF PAN will entrust the processing of your personal data in connection with the conclusion and implementation of this Contract.
5. Your personal data will be stored for the period required by applicable law and the internal regulations in force at the Data Controller.
6. Providing your personal data is voluntary, however, refusal to provide data personal may result in refusal to conclude a Contract.

7. Your personal data will not be transferred to third countries (outside the European Economic Area (EEA) or any international organization.
8. With regard to your personal data, decisions will not be taken in an automated manner, applicable to Article 22 of the GDPR.
9. The source of personal data of persons designated as contact persons under the Contract are the relevant Parties to the contract concluding contracts with the Institute of Physics of the Polish Academy of Sciences.
10. You have:
 - under Article 15 of the GDPR, the right to access your personal data,
 - under Article 16 of the GDPR, the right to rectify or complete your personal data.
 - under Article 18 of the GDPR, the right to request the Data Controller to limit the processing of personal data, subject to the cases referred to in Article 18 Section 2 of the GDPR,
 - under Article 21 of the GDPR, the right to object to the processing of personal data,
 - the right to lodge a complaint with the President of the Personal Data Protection Office, (address: ul. Stawki 2, 00-193 Warsaw).
11. You are not entitled to:
 - the right to delete your personal data, in connection with Article 17 Section 3 (b), (d) or (e) of the GDPR,
 - the right to transfer personal data referred to in Article 20 of the GDPR.
12. The contractor, who holds personal data of natural persons processed in connection with the conclusion and performance of the contract in accordance with the agreed terms and applicable laws, is obliged to inform those individuals about the content of this clause.