

CEE&CA Summer Academy 2022

GDPR Information Clause

In accordance with the EU General Regulation on Data Protection 2016/679 (GDPR), the Administrator of your personal data is the Polish Institute of Human Rights and Business (hereinafter referred to as PIHRB), based in Częstochowa, 42-208, at ul. Mireckiego 25/36. The Administrator can be contacted by e-mail: office@pihrb.org or by post at the address of the Administrator's registered office.

The data are provided by the interested party when applying to the CEE&CA Summer Academy.

The Administrator shall process the following categories of personal data concerning you: name, surname, date and place of birth, citizenship, country of residence, gender, position, organization /affiliation, any group you identify with (e.g. student, professional etc.), e-mail address, telephone number, information on your education and professional experience, level of English proficiency, as well as an image of the participants. In the case of admitted candidates, in relation to the payment of the deposit, also bank information relating to payments in the case of payment of the deposit will be requested. PIHRB neither collects nor treats on its own initiative particular categories of personal data, including information revealing racial or ethnic origin, political opinions, religious or philosophical convictions, or the state of health of data subjects.

PURPOSES AND LEGAL BASIS FOR DATA PROCESSING

Personal data are processed for the purposes of:

- Registration and recruitment, including where required: participation in an interview,
- enabling participation in the Summer Academy, by sharing an access link to meeting on the Zoom or BigBlueButton platform and making the platform (and other tools used to conduct the Summer Academy's activities) available during the Summer Academy;
- distributing pre- and post-Academy materials;
- carrying out other activities relating to the effective organization of the Summer Academy, related webinars and development of the e-publication.
- Recording of the Summer Academy sessions for reporting purposes.

The basis for processing your personal data is Article 6(1)(a) of the GDPR (consent to the processing of personal data). We guarantee the keeping of your rights under the principles set out by GDPR, i.e. the right to:

- access your data and receive a copy of it;
- rectify (amend) your personal data;
- restrict the processing of your personal data;
- erase your personal data (subject to Article 17(3) of the GDPR);
- lodge a complaint with the President of the Data Protection Authority if you consider that the processing of your personal data violates the provisions of the law on personal data protection;
- withdraw your consent.

You may withdraw your consent to the processing of your personal data at any time e.g. by sending an email to: office@pihrb.org.

Withdrawal of consent before the Summer Academy will result in an inability to participate. We would also like to remind you that your withdrawal of consent does not affect the legality of the processing carried out on the basis of your consent prior to its withdrawal. This will result in cancellation of your participation in the Summer Academy. In the case of this happening after the acceptance and payment of the deposit, such a decision will result in the forfeiture of the deposit itself.

Access to your personal data will be provided to authorized co-workers, associates and members of the Administrator's authorities who need to process your data in connection with the organization of the Summer Academy. Additionally, a list comprising the names/surnames, position and affiliation as well as the group/sector you identify with, will be shared with the lecturers to ensure that materials are adjusted to the profile of the group. Recipients to whom your personal data may be transferred are entities related to the execution of the contract, and entities supporting the Administrator in the execution of activities related to the organization of the Summer Academy.

Personal data are processed during the time of service and for 10 years from the termination of service on the basis of the limitation period for contractual relationships and the provisions of Polish accounting regulations.

To determine the appropriate retention period for personal data, we consider the amount, nature and sensitivity of the personal data, the potential risk of harm from unauthorized use or any disclosure of your personal data, the purposes for which we process your personal data and evaluate whether we can achieve those purposes through other means, within the applicable legal requirements.

The interested party can assert his/her rights towards PIHRB by writing to the office@pihrb.org.