

## Annex no. 1 to the Declaration of joining the Compass WUT Project

Information clauses of:

- A. [WARSAW UNIVERSITY OF TECHNOLOGY](#)
- B. [MINISTER RELEVANT FOR REGIONAL POLICY](#)
- C. [NATIONAL CENTRE FOR RESEARCH AND DEVELOPMENT](#)

## A. INFORMATION CLAUSE OF THE WARSAW UNIVERSITY OF TECHNOLOGY

Pursuant to Art. 13 of the Regulation 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and to the free flow of the data and repealing Directive 95/46/EC (Journal of Laws EU L 119/1 of 4 May 2016), hereinafter referred to as GDPR, the Warsaw University of Technology hereby informs that:

1. The administrator of your personal data is the Warsaw University of Technology, with the official seat at pl. Politechniki 1, 00-661 Warsaw.
2. The administrator has appointed the Data Protection Inspector (DPI) to supervise the processing of personal data. The Inspector can be contacted at the email address: [iod@pw.edu.pl](mailto:iod@pw.edu.pl).
3. The administrator shall process the personal data to the following extent:
  - a) data of the project participant (citizenship, participant type<sup>1</sup>, name of the institution<sup>2</sup>, name and surname, student record book number<sup>3</sup>, SAP personal number<sup>4</sup>, PESEL number, age at the moment of joining the project, gender, education),
  - b) address and contact data (country, voivodship, powiat, community, city/town, postal code, DEURBA-based local residence unit, contact phone number, e-mail),
  - c) support details (starting and ending date of project participation, starting date of support participation, status on the job market when joining the project, planned date of graduation from the educational unit where the support was received, situation after the end of project participation, end of project participation according to the planned participation path, extent of support, type of support received, date of establishing business activity),

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<sup>1</sup> Type of participant – defines if the participant takes part in the project out of their own initiative or if they were delegated to the project by the employer.

<sup>2</sup> Name of the institution – provided if the participant was delegated to the project by the employer. Then the unit delegating the participant to the project is covered with support.

<sup>3</sup> Applicable to WUT students.

<sup>4</sup> Applicable to WUT staff members.

- d) status of the project participant (member of a national or ethnic minority, homelessness or housing exclusion, foreign origin<sup>5</sup>, third-country origin<sup>6</sup>, disability).
4. Your personal data shall be processed by the administrator in order to participate in the project "Compass WUT – Complex support and adaptation for students" implemented with the European Funds for Social Development Programme 2021-2027, in particular to confirm the correctness of expenses, provision of support, monitoring, evaluation, control, auditing and reporting, as well as information and promotion of the project – the legal basis of the processing of your personal data is Art. 6 section 1 letter c of GDPR and Art. 9 section 2 letter g pursuant to the Act of 28 April 2022 on performance of tasks funded from European sources in the financial perspective 2021-2027.
  5. The Warsaw University of Technology has no intention of forwarding your data beyond the European Economic Area.
  6. You are entitled to access your personal data and you have the right to correct the data, the right to demand to delete them, to limit the processing of the data, the right to object to the processing of the data.
  7. Your personal data will not be made available to third parties (administrators) except for entities authorised in accordance with legal regulations.
  8. Access to your personal data will be granted to the Minister relevant for regional policy with the seat at ul. Wspólna 2/4, 00-926 Warsaw and the Intermediary Institution – National Centre for Research and Development with its seat in Warsaw (00-801), ul. Chmielna 69 pursuant to the Act of 8 April 2022 on the performance of tasks funded from European sources in the financial perspective 2021-2027 and may be granted to other entities authorized in accordance with legal regulations.
  9. Access to your personal data may be granted to entities (processing entities) which may be given tasks related to the processing of personal data by the Warsaw University of Technology.
  10. The Warsaw University of Technology does not use towards you automated decision making tools, including profiling you.
  11. Providing your personal data is not obligatory; however, unless you provide your personal data, you will not be given support within the project.
  12. Your personal data will be processed for the period of five years or by the 31<sup>st</sup> of December of the year in which the final payment within the project will be approved of and for a period necessary to secure possible claims. The period may be extended by the time of administrative or court proceedings related to

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<sup>5</sup> Persons of foreign origin are foreigners – every person who is not a Polish citizen, regardless of whether they have the citizenship(s) of another country.

<sup>6</sup> Persons of third-country origin are persons who are citizens of countries outside of the EU and stateless persons (according to the Convention on the status of stateless persons of 1954) and persons without a specific citizenship.

expenses settled within the project or upon a duly justified request of the European Commission.

13. You are entitled to make a complaint to the supervisory authority - President of the Office for Personal Data Protection if you find that the processing of your personal data violates the provisions of GDPR.

## **B. INFORMATION CLAUSE OF THE MINISTER RELEVANT FOR REGIONAL POLICY**

In order to complete the obligation laid down in Art. 13 and 14 of GDPR<sup>7</sup>, in connection with Art. 88 of the Act on performance of tasks funded from European sources in the financial perspective 2021-2027<sup>8</sup>, you are hereby informed of the processing of your personal data:

### **I. Administrator**

A separate administrator of your personal data is the Minister relevant for regional policy with the seat at ul. Wspólna 2/4, 00-926 Warsaw.

### **II. Purpose of data processing**

Your personal data will be processed in connection with FERS implementation, in particular for monitoring, reporting, communication, publication, evaluation, financial management, verification and audits and to determine whether participants qualify. Providing the data is not obligatory but necessary to complete the purpose mentioned above. Refusal to provide personal data shall be equivalent to inability to take relevant action.

### **III. Legal basis of the processing**

We shall process your personal data since we are obliged by **law** (Art. 6 section 1 letter c, Art. 9 section 2 letter g and Art. 10<sup>9</sup> of GDPR)<sup>10</sup>:

- Regulation of the European Parliament and of the Council (EU) no. 2021/1060 of 24 June 2021 laying down common provisions on the European Regional Development Fund, the European Social Fund Plus, the Cohesion Fund, the Just Transition Fund and the European Maritime, Fisheries and Aquaculture Fund and financial rules for those and for the Asylum, Migration and Integration Fund, the Internal Security Fund and the Instrument for Financial Support for Border Management and Visa Policy,
- Regulation (EU) 2021/1057 of the European Parliament and of the Council of 24 June 2021 establishing the European Social Fund Plus (ESF+) and repealing Regulation (EU) No. 1296/2013 (EU Journal of Acts L 231 of 30.06.2021, page 21, as amended)
- Act of 28 April 2022 on the performance of tasks funded from European sources in the financial perspective 2021-2027, in particular Art. 87-93,
- Act of 14 June 1960 – Code of Administrative Conduct,
- Act of 27 August 2009 on public finance.

### **IV. Method of obtaining the data**

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<sup>7</sup> Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and to the free flow of the data (EU Journal of Laws L 119 of 4 May 2016, pp. 1-88).

<sup>8</sup> Act of 28 April 2022 on the performance of tasks funded from European sources in the financial perspective 2021-2027 (Journal of Acts of 2022 item 1079), hereinafter referred to as the “implementing act”.

<sup>9</sup> Applicable only to projects activating persons who are subject to imprisonment.

<sup>10</sup> Define one or a few legal regulations – they can be defined to the extent limited to the needs of a given provision.

Data are obtained directly from the person they refer to or from institutions or units involved in the implementation of the Programme, in particular from applicants, beneficiaries, partners.

#### **V. Access to personal data**

Your personal data may be accessed by administrator's employees and cooperating units. In addition, your personal data may be provided or forwarded to:

1. entities that were given tasks within FERS,
2. European Commission bodies, minister relevant for public finance, president of the social insurance institution,
3. entities that provide for us services connected with maintenance and development of IT systems, including communication services, e.g. IT solutions providers or telephone operators.

#### **VI. Period of data storage**

Personal data shall be stored for a period necessary to complete the tasks defined in point II.

#### **VII. Rights of persons the data refer to**

You shall be entitled to:

1. access your personal data and receive copies thereof (Art. 15 of GDPR),
2. correct your personal data (Art. 16 of GDPR),
3. delete your personal data (Art. 17 of GDPR) – if the circumstances have not arisen referred to in Art. 17 section 3 of GDPR,
4. demand that the administrator should limit the processing of personal data (Art. 18 of GDPR),
5. transfer your data (Art. 20 of GDPR) – if the processing is done on the basis of an agreement: in order to conclude or complete it (pursuant to Art. 6 section 1 letter b of GDPR), and in an automated way<sup>11</sup>,
6. make a complaint to the supervisory body President of the Office for Personal Data Protection (Art. 77 of GDPR) - if you find that the processing of your personal data violates the provisions of GDPR or other provisions related to personal data protection, valid in Poland.

#### **VIII. Automated decision making**

Personal data shall not be used for automated decision making, including profiling.

#### **IX. Forwarding data to a third country**

Your personal data shall not be forwarded to a third country.

#### **X. Contact with the data administrator and Data Protection Inspector**

Should you have questions regarding the processing of personal data by the minister relevant for regional policy, please contact the Data Protection Inspector (DPI) in the following way:

- by traditional mail (ul. Wspólna 2/4, 00-926 Warszawa),
- by e-mail (e-mail address: [IOD@mfi.gov.pl](mailto:IOD@mfi.gov.pl)).

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<sup>11</sup> For automation of the personal data processing it is sufficient for the data to be saved on a computer drive.

## C. INFORMATION CLAUSE OF THE NATIONAL CENTRE FOR RESEARCH AND DEVELOPMENT

Pursuant to Art. 13 and 14 of the Regulation of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and to the free flow of the data and repealing Directive 95/46/EC (hereinafter referred to as GDPR), you are hereby informed that:

- 1) Administrator of your personal data is the **National Centre for Research and Development** (hereinafter referred to as **NCBR**) with its seat in Warsaw (00-801), ul. Chmielna 69;
- 2) The Data Protection Inspector (DPI) may be contacted at the e-mail address: [iod@ncbr.gov.pl](mailto:iod@ncbr.gov.pl) and at the correspondence address of NCBR provided above with a note "Data Protection Inspector";
- 3) Your personal data shall be processed in order to complete the project "Compass WUT – Complex support and adaptation for students" implemented within the European Funds for Social Development Programme 2021-2027 (**FERS**), in particular to evaluate and select the project, conclude the funding agreement, supervise the completion of the project, reporting, communication, publication, evaluation, financial management, verification and control, auditing, evaluation of information and promotion actions, their reception, financial evaluation and settlement, to confirm whether participants qualify and potential determination, pursuit of or protection against claims;
- 4) Your personal data shall be processed for the above-mentioned purpose, i.e., the processing is necessary to perform the task completed in the public interest (Art. 6 section 1 letter e of GDPR) and NCBR is entitled to process your personal data pursuant to the Act of 30 April 2010 on the National Centre for Research and Development in connection with the tasks determined therein and pursuant to the Act of 28 April 2022 on the performance of tasks funded from European sources in the financial perspective 2021-2027, in particular Chapter 18 thereof (Art. 6 section 1 letter c of GDPR);
- 5) The personal data were acquired directly from you or from public databases or from institutions of entities involved in project completion, in particular from applicants, beneficiaries, partners;
- 6) NCBR shall process your personal data included in the application for funding or provided for completion of tasks listed in point 3 of the clause;
- 7) Providing your personal data is necessary to complete the abovementioned purpose. Refusal to provide the data shall be equivalent to inability to take relevant action;
- 8) Your personal data shall be processed for a period necessary to complete the purpose referred to in point 3) and then for archiving purposes for a period arising from the NCBR office instruction and the Uniform Material List of Files;
- 9) Recipients of personal data shall be public government bodies and entities performing public assignments or acting upon the order of public government bodies, to the extent and for the purposes arising from the law, as well as entities providing services necessary to complete the tasks of NCBR; in

particular, a supporting entity is NCBR+ sp. z o.o. The data may also be forwarded to IT partners, authorised to provide technical or organizational support, archiving and shredding documents, postal, delivery, payment services, marketing services;

- 10) You shall be entitled to the following rights towards NCBR: the right to access your personal data, to correct them, to delete them, to limit their processing, as well as to object to their processing. In matters related to execution of the rights, the data protection inspector may be contacted at the email address provided in point 2 above;
- 11) You are also entitled to make a complaint to the President the Office for Personal Data Protection;
- 12) Your personal data shall not be used for automated decision making, including profiling;
- 13) Your personal data shall not be forwarded to a third country.