



INFORMATION CLAUSE MILITARY INSTITUTE OF ARMoured AND AUTOMOTIVE TECHNOLOGY

Fulfilling the information obligation in accordance with the Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of natural persons in connection with 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 of 2016) No. 1191, page 1 (hereinafter referred to as "GDPR"), we would like to inform you that:

1. Data Administrator

The administrator of your personal data is the Military Institute of Armoured and Automotive Technology with headquarters in Sulejówek (05-070) at ul. Okuniewska 1, e-mail: sekretariat@witpis.eu, tel. +48 261 811 012.

2. Data Protection Inspector

You can contact the Inspector regarding the protection of your personal data Data Protection at the email address: iod@witpis.eu, tel. +48 261 811 012 or mobile: 665 138 750 or in writing to the address of the Administrator's registered office indicated in point 1 above.

3. Basics of personal data processing

The legal basis for the processing of your personal data is:

- expressing voluntary consent (Article 6(1)(a) of the GDPR);
- fulfillment of contractual obligations in which WITPiS is a party (Article 6(1)(b));
- legally justified interest of WITPiS understood as running and developing its business Institute, enriching the offer for contractors and improving quality (Article 6(1)(f) of the GDPR).

4. Purpose and scope of personal data processing

Your personal data will be processed for the purpose and to the extent necessary for:

- carrying out research and development work or services resulting from the statutory tasks of WITPiS;
- identification as a guest/customer/contractor;
- performing specific activities required to carry out tasks for the public good.

5. Categories of personal data

Categories of personal data processed by WITPiS:

- name and surname, e-mail address, contact address, telephone number, title, position, optional
- company name of the represented entity;
- in the case of entrepreneurs, we additionally process: NIP, REGON, company address and registered office other data contained in financial documents;
- during the implementation of statutory tasks, including conferences, shows, celebrations and meetings business with contractors can preserve the image of a person by making a photo report
- can then be placed on the Institute's website, in scientific publications, jubilee and leaflets advertising the activities of WITPiS;
- image obtained as a result of monitoring to ensure the safety of people and property WITPiS premises (Article 6(1)(f) of the GDPR).

6. Data acquisition

Your data will be obtained as part of:

- activities necessary to prepare the contract;
- report sent to us;
- information obtained from public registers and websites.

7. Personal data storage period

Your personal data will be stored for the period resulting from the legal obligation storing financial and employee documentation, including the implementation of:

- contracts concluded with WITPiS – until their implementation is completed, and then for a period
- required by law or satisfaction of possible claims;
- fulfilling legal obligations of WITPiS resulting from its activities statutory activities – until these obligations are fulfilled by WITPiS;
- marketing activities carried out with consent – no longer than 5 years or for a period of time withdraw consent to such processing;
- until you object to the processing, unless they arise legitimate grounds for further data processing;
- monitoring - stored for up to 30 days, after which they are deleted and overwritten through recordings from subsequent days.

8. Automated decision making

Your personal data will not be subject to automated decision-making, including: profiling referred to in Art. 22 section 1 and 4 GDPR.

9. Providing personal data

Your personal data:

- may only be transferred to supervisory authorities, courts or other authorities public (e.g. tax authorities and law enforcement agencies) and independent advisors external entities (e.g. auditors) or entities providing services, as required by law law or contracts to which WITPiS is a party;
- the image obtained as a result of monitoring may be made available to the company providing the service security services and bodies and institutions authorized by law;
- will not be transferred abroad, including to third countries, i.e. countries other than countries
- EU member states.

10. Rights of persons to whom personal data concern

In cases and under the terms specified in generally applicable protection regulations personal data, you have the right to:

- access to your data and receiving a copy thereof;
- rectification (correction) of your data;
- deletion, restriction or objection to their processing;
- data transfer;
- submit a complaint to the competent supervisory authority - the President of the Data Protection Office Personal

11. Information about the voluntary nature of providing data

Providing your personal data is completely voluntary.

12. Consent and information on the possibility of withdrawing consent

Your consent is voluntary, and failure to provide data results in the inability to participate the process of implementing WITPiS statutory tasks. You have the opportunity at any time withdraw consent to the processing of your data. Withdrawal of consent does not affect compliance with the right to processing based on consent before its withdrawal. Information about withdrawal of previously expressed consent, please send it to the address of the WITPiS headquarters or by e-mail to: address: iod@witpis.eu

13. Personal data protection

The Military Institute of Armor and Automotive Technology undertakes to use appropriate ones security measures, both technical and organizational, to protect your personal data.

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