

Information Clause

in collecting data directly from a person whom the data concerns

According to art. 13 ust.1-2 of the general ordinance of the European Parliament and EU Council 2016/679 of 27 April 2016 on protection of physical persons in the processing of personal data and the flow of such data and the repeal of directive 95/46/WE (the general ordinance on data protection), hereafter RODO, the Book Institute declares that:

The Administrator of personal data, i.e. the subject that decides on the aims and means of its processing, is the Book Institute, with its headquarters on ul. Wróblewskiego in Krakow, 31-148 Krakow.

The Administrator has nominated an Inspector of Data Protection, whom the person whose data is concerned may contact by email: iod@instytutksiazki.pl or in writing, at the Administrator's correspondence address, indicated above.

Submitting personal data while registering and creating an account in the ptcp.bookinstitute.pl system and inserting contact data and information in the Application form is strictly voluntary, though failure to provide this information precludes participation in the selection process.

Personal data has been acquired for the following purposes:

a) based on art. 6. statute 1 lit. b) of RODO, in order to submit an application for evaluation and possibly sign and carry out a contract resulting from this submission;

b) based on art. 6. statute 1 lit. c) of RODO, essential for completing the data Administrator's legal obligations (concerning financial remuneration and taxes);

c) based on art. 6. statute 1 lit. f of RODO, in order to carry out the Administrator's legally justified interests, or some third party's, in a situation where such interests override the interests or basic laws and freedoms of the person whose data is concerned. Legally justified interests include facilitating communication in finalising the contract and carrying out its object, accepting and passing on the commitments of the sides of the contract, navigating claims, and, when the contract is completed, any necessary establishing, investigating, or defence against claims that might be filed.

The recipient of your personal data may be subjects authorised on the basis of legal codes. These subjects include:

those providing services in supplying correspondence, technical and information services,

monitoring bodies, state bodies to which the Administrator must be transparent, in particular the Ministry of Finance and other bodies of the National Treasury Administration,

persons or subjects with whom the Administrator shares public information, according to the act of 6 September 2001 on access to public information and the act of 11 August 2023 on open data and the reuse of information in the public sector.

Personal data will be processed until the end of the call for applications, or if the application form gives consent for its further processing for other purposes, until such consent is withdrawn (art. 6 statute 1 lit a RODO). Withdrawal of consent does not affect the agreement to the right to process data on the basis of the consent before it was withdrawn. Furthermore, data will be stored for archival purposes for five years from the end of the obligations arising from the contract signed for the programme and according to the points of the act of 14 July 1983 on the national archival resources and archives, as well as internal Book Institute regulations.

You have the right to:

access and correct (e.g. to update) your personal data, though these changes cannot have an impact on the evaluation of your application or the decision to finance

oppose the processing or removal of data (based on art. 17 of RODO) and the other rights described in the Privacy Policy.

bring a complaint to the Chair of the Personal Data Protection Office if the processing of your personal data infringes on the rules of the general ordinance of the European Parliament and EU Council 2016/679 of 27 April 2016 on the protection of personal data (RODO).

Personal data will not be passed on to a third state/international organisation, will not be automatically processed, will not be profiled.