

In connection with the Article 13 (paragraphs 1 & 2) of European Parliament and Council Regulation 2016/679 of 27 April 2016 with regard to the protection of natural persons and processing of personal data and on the free movement and repealing Directive 95/46/EC (General Data Protection Regulation) (Text with EEA relevance) we inform that:

1. Uniwersytet w Białymstoku, ul. Świerkowa 20 B, 15-328 Białystok, tel. 85 745 70 00, e-mail: uniwersytet@uwb.edu.pl is the Administrator of personal data of persons (called candidates) interested in training course and participants of this course.
2. The Administrator will appoint a Data Protection Officer responsible for data processing whom you can contact via email: iod@uwb.edu.pl or post: ul. Świerkowa 20 B, 15-328 Białystok.
3. Candidates' data are processed to prepare recruitment for the training course and maintain contact with and keep the record of the participants of the course and also for statute, archive and statistic purposes as well as to settle payments and pursue possible claims in legal situations based on Article 6 (Paragraph 1 letters b, c, e, f of the General Data Protection Regulation, and also Article 6, Paragraph 1, letter a with regard to telephone number and sex.
4. Providing data for recruitment is voluntary but necessary for this process. If not provided, recruitment may be hampered or not possible. In case of acceptance of candidates for the course their data are necessary in scope of data processing regulated by the law and otherwise voluntary.
5. Such data may be transferred to the subject providing Uniwersytet w Białymstoku with IT services and also in cases regulated by the law. In particular they may be transferred to Microsoft Corporation providing Uniwersytet w Białymstoku with Microsoft Office 265 services. Personal data are stored in European Union, but also, since Microsoft is a global corporation, the required by the law procedures were completed regarding data processing outside EEA.
6. Candidates' personal data will be stored during preparations for the course and if the course is cancelled and the candidates will want to take part in the next recruitment, their data will be stored till the end of the next recruitment. If accepted, their personal data will be stored until three months after the end of the course.
7. Candidates and participants have the right to access their data, the right to correct them, remove them, restrict processing, the right to transfer their data and contest their processing.
8. Whenever the processing infringes the current law, candidates and participants of the course have the right to complain to the Polish Data Protection Commissioner, ul. Stawki 2, 00-193 Warszawa.
9. In cases when data processing is based on the consent of the candidates or participants of the course they have the right of withdrawing their consent at any time without any influence on the conformity with the law of data processing made on the basis of the consent before it was withdrawn.
10. Personal data will not be automatically processed or profiled.