

## **Information security and privacy policy statement**

### **1 Personal data controller**

The Silesian University of Technology is the controller of your personal data. The controller can be contacted in the following ways:

- 1) by letter to the address: ul. Akademicka 2A, 44-100 Gliwice
- 2) via e-mail: [RR1@polsl.pl](mailto:RR1@polsl.pl)

### **2. Data protection officer**

You may contact the data protection officer in all matters concerning the processing of your data and exercising your rights about data processing, in the following ways:

- 1) by letter to the address: ul. Akademicka 2A, 44-100 Gliwice
- 2) via e-mail: [iod@polsl.pl](mailto:iod@polsl.pl)

### **3. Purposes and the legal basis for the processing**

Your personal data shall be processed in relation to the performed teaching activities, scientific and research activities, human resources management, activities for students (material aid and student insurance, scientific scholarships), financial and accounting services (accounting, settlements with employees, contractors), other areas of activity (e.g. the library, marketing, advertising and promotional activities, incoming and outgoing correspondence).

The legal basis for the processing of personal data is the art. 6 par. 1(a), i.e. consent, (b), i.e. contract, (c), i.e. provisions of law, (e), i.e. performance of public tasks, and (f), i.e. performance of the legitimate public interest - Regulation (EU) 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 on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation) (Official Journal of the EU L 119/1).

The Act - Law on Higher Education and Science on the one hand it imposes public tasks on higher education institutions, which they must perform (art. 11, par. 1), and on the other hand it guarantees their autonomy in all areas of their activities pursuant to the rules laid down in the Act (art. 9, par. 2), which allows higher education institutions to determine on their own detailed objectives and forms of activity within the status defined by the provisions of the law. While implementing the tasks indicated in the aforementioned Act and making use of the granted autonomy, following the European university tradition, the Silesian University of Technology carries out activities for the benefit of local and regional communities.

### **4. Personal data retention period**

The controller shall store your personal data for the period required by law.

### **5. Personal data recipients**

The controller may transfer your personal data to external entities and public authorities or to the entities entitled to obtain data pursuant to the applicable law, e.g. courts, law enforcement agencies or state institutions, if they make a request on the basis of an appropriate legal basis.

Your personal data may be transferred outside the European Economic Area (EEA), including the USA. In relation to the transfer of your personal data outside the EEA, the University took every measure to ensure the guarantees of the high level of protection for your personal data. These guarantees result from the obligation to apply the standard contractual clauses adopted by the EU Commission.

You have the right to request a copy of the appropriate safeguards (protection measures) applied for the purpose of your data transfer outside the EEA.

### **6. Rights related to data processing**

You have the following rights in relation to the processing of your personal data:

- 1) the right of access to your personal data;
- 2) the right to request the rectification of your personal data which is inaccurate and the completion of incomplete personal data;
- 3) the right to erasure of your personal data. This right does not apply if the processing of data is carried out in order to comply with an obligation arising from a legal provision;

- 4) the right to request the restriction of the processing of your personal data;
- 5) the right to object to the processing;
- 6) the right to withdraw consent at any time. The withdrawal of consent shall not affect the lawfulness of processing based on consent before its withdrawal. You may withdraw your consent by sending a statement containing your consent withdrawal to: [iod@polsl.pl](mailto:iod@polsl.pl)
- 7) the right to portability of your personal data, i.e. the right to receive your personal data from us in a structured, commonly used and machine-readable computer format. You may send this data to another controller or request that we send your data to another controller. However, we shall only do this if such a transfer is technically possible. You only have the right to data portability in respect of data which we process by automated means, i.e. electronically and on the basis of a contract with you or on the basis of your consent;
- 8) you have the right to lodge a complaint with a supervisory authority dealing with personal data protection, i.e. the President of the Personal Data Protection Office;
- 9) your data shall not be a subject to automated decision-making, including profiling.