

## **Information clause**

### **Maritime University of Szczecin**

Information on the processing of personal data of exam takers:

- 1) The University of Information Technology and Management in Rzeszów (UITM) and Maritime University of Szczecin (PM) are joint administrators of the personal data of those taking the telc exam.
- 2) Information on the processing of personal data of exam takers:
  - The co-administrators of the personal data are: Maritime University of Szczecin, ul. Waty Chrobrego 1-2, 70-500 Szczecin, tel. (91) 48 09 400, pm@pm.szczecin.pl and the University of Information Technology and Management in Rzeszów at Majora Henryka Sucharskiego 2, 35-225 in Rzeszów;
  - Contact details for the Data Protection Officer:
    - a) Maritime University of Szczecin: iod@pm.szczecin.pl,
    - b) University of Information Technology and Management in Rzeszów: iod@wsiz.edu.pl;
  - personal data will be processed for the purpose of concluding a contract for the telc examination, including the recruitment and conduct of the examination and the receipt of the certificate, specific data will be processed for the purpose of conducting examinations with facilitated access for persons with disabilities;
  - the basis for the processing of personal data is Article 6(1)(b) of 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), hereinafter 'RODO' the processing is necessary for the performance of the contract, the basis for the processing of special data is Article 9(2)(d) RODO;
  - The provision of personal data is mandatory in order to take the examination and obtain the certificate;
  - personal data will be retained until the completion of the purposes set out above, and thereafter for the period required by common law, taking into account the retention periods set out in the archival legislation;
  - Recipients of personal data may be persons or entities to whom the documentation of the proceedings will be made available on the basis of the provisions of the applicable law, and entities processing the data on our behalf, on the basis of a data entrustment agreement. Personal data will not be transferred to third countries;
  - Examinees have the right to:
    - a) access their personal data,
    - b) request the rectification of data which are inaccurate,
    - c) to request the erasure of data where the data are not necessary for the purposes for which they were collected or, having objected to the processing, the data are unlawfully processed,
    - (d) request the restriction of processing where the data subjects contest the accuracy of the data, the processing is unlawful and the data subjects object to erasure, the joint controllers no longer need the personal data for the purposes of the processing, but the data are needed by the data subjects to establish, assert or defend their claims, or where the data subjects have objected to the processing - until such time as it is established that the joint controllers have an overriding interest in the processing overriding the grounds for such objection,
    - e) to object to the processing of data - on grounds relating to the particular situation of the data subjects;

- exam takers also have the right to lodge a complaint with the President of the Office for the Protection of Personal Data ul. Stawki 2, 00-193 Warsaw, if they consider that the processing of personal data concerning them violates the provisions of the RODO;
- co-administrators do not process personal data in a manner based on automated processing, including profiling.