

# Privacy policy

Privacy Policy effective as of 22 April 2020:

Dr Podbielski Foundation with its registered office at ul. Ogrodowa 12, 61-821 Poznań, as the Personal Data Controller gives notice of the purposes, means and scope of processing of your personal data. In accordance with Article 13 of the GDPR: what type of your data do we process, what is our legal basis for processing the data, how long do we keep your data, and whether and with whom do we share it. The Dr Podbielski Foundation is the Controller of the Personal Data:

- processed on the following websites: [www.podbielski.pl](http://www.podbielski.pl),
- of people subscribing to the newsletter,
- of people participating in projects carried out by the foundation,
- of donors to the foundation.

The data controller can be contacted via email: [kontakt@podbielski.pl](mailto:kontakt@podbielski.pl)

## **2. Methods of processing personal data:**

We store the personal data processed by us in electronic form, on leased servers and laptops. We process the data via email and cloud for file storage. Both paper and digital data are properly secured by us in accordance with the GDPR. We conclude personal data entrustment agreements, laying down principles of data protection, with entities that need to process the personal data controlled by us in order to provide services.

## **3. Purposes and principles of personal data processing:**

You are looking for information on our website: Our website uses cookies for statistical purposes and to better customise the site to your needs. The legal basis for processing is the legitimate interest of the controller (GDPR Art. 6(1)(f)). Cookies may be deleted via appropriate functions of the web browser, dedicated programs or by using the appropriate tools, available in the user's operating system. You sign up for the newsletter: We collect your e-mail address in order to send you an informational mailing about the Foundation's activities. The data is processed in accordance with Article 6(1)(a) of the GDPR, which allows personal data to be processed on the basis of freely given consent. We store your data until you unsubscribe from the newsletter. You participate in projects/events that are part of our statutory activities: The Foundation processes personal data obtained in the course of its statutory activities. If you participate in courses, workshops, meetings, conferences, seminars, film screenings, research, order materials created as a part of projects, etc., we process your data, i.e. your name and surname, e-mail address, telephone number; in justified cases the Foundation may collect additional data such as home address, etc. The data are processed in accordance with Article 6(1)(a) of the GDPR, which allows processing of personal data on the basis of freely given consent. You make a donation to us: You can support the Dr Podbielski Foundation financially by making a donation by transferring money to our bank account or via the Przelewy24 system. In the case of a donation made to us by a bank transfer, we process the personal data provided to us by the bank, i.e.: your name, account number, sum donated, address. The legal basis for the processing is Article 6(1)(b) of the GDPR, i.e. an agreement between the parties, and Article 6(1)(c) of the GDPR, i.e. the performance of a legal obligation. We may use the data received in the transfer to send you a thank-you note for your payment. If you do not wish to receive

this, please notify us at [kontakt@podbielski.pl](mailto:kontakt@podbielski.pl). In the case of a donation made via the Przelewy24 system, we collect: your name and surname, email address, and optionally postal code and telephone number. This is necessary for the performance of the contract and the fulfilment of our legal obligations. Providing the mandatory data is voluntary, but necessary in order to make the donation. Your data can be accessed by employees, on the basis of written authorisations to process personal data, as well as by the bank, Przelewy24 and an accounting office on the basis of a contract for entrusting the processing of personal data.

#### **4. Your rights in relation to the processing of personal data:**

You have the right to request from the Personal Data Controller access to your personal data, receive a copy of your data, correct it, delete it, limit the processing of personal data, object to the processing of personal data, transfer your personal data to another controller in accordance with applicable regulations. If you believe that your data is being processed in violation of the law, you have the right to lodge a complaint to the supervisory authority – the President of the Personal Data Protection Office.

#### **5. Other information:**

Your personal data will not be subject to automated decision-making, including profiling. The provision of data is voluntary, but necessary for the activities of the Dr Podbielski Foundation. If the processing of personal data is based on consent, you may withdraw your consent at any time. Your personal data will not be transferred outside the European Economic Area (EEA). The Foundation applies appropriate technical and organisational measures to ensure an adequate level of information security and to prevent unauthorised access to personal data or its disclosure, and to protect against its misuse, loss, alteration or destruction.

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