

INFORMATION REGARDING PERSONAL DATA PROCESSING

Pursuant to Article 13(1) and (2) 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 referred to as GDPR), we inform you about the principles of processing your personal data and your rights related thereto:

DATA CONTROLLER

Lubelskie Centrum Konferencyjne in Lublin, located at Artura Grottgera 2, 20-029 Lublin, tel. +48 81 718 09 00, e-mail: lck@lck.lubelskie.pl, represented by the Director.

DATA PROTECTION OFFICER

For matters related to the processing of personal data and exercising rights related to data processing, you may contact the Data Protection Officer via e-mail: iodo@lck.lubelskie.pl or by mail to the address: Artura Grottgera 2, 20-029 Lublin, with the note "Data Protection Officer."

PURPOSE AND LEGAL BASIS FOR DATA PROCESSING

1. Article 6(1)(c) of the GDPR – fulfillment of legal obligations imposed on the Controller, arising from the Act of 5 June 1998 on regional government and other applicable legal provisions;
2. Article 6(1)(b) of the GDPR – performance of contracts concluded by LCK;
3. Article 6(1)(f) of the GDPR – pursuit of the Controller's legitimate interest related to offered services and the right to defense against claims;
4. Article 6(1)(a) of the GDPR – in other cases, personal data will be processed only based on prior consent, within the scope and purpose specified in the consent.

CATEGORIES OF DATA PROCESSED

Personal data contained in documents related to the conclusion or execution of a contract and used for contract performance (name and surname, job title, phone number, e-mail address).

DATA RECIPIENTS

Public authorities and entities performing public tasks or acting on behalf of public authorities, within the scope and purposes arising from generally applicable law. Additionally, the recipients of personal data will be entities providing support and service for LCK, including Lubelskie Centrum Innowacji i Technologii and entities providing services to Lubelskie Centrum Konferencyjne in Lublin (in particular, law firms, postal and courier operators, IT system providers, and service providers). To the extent constituting public information, data may be disclosed to those interested in such information or published in the Public Information Bulletin.

DATA RETENTION PERIOD

Personal data will be stored for the period necessary for the performance of the contract concluded by LCK, after which they will be retained for the period of limitation for claims and criminal acts, but not less than 10 years, in accordance with archival regulations applicable at LCK. The Controller may retain personal data for a longer period only if another legal basis for processing under Article 6(1) of the GDPR exists.

RIGHTS OF THE DATA SUBJECT

1. The right to request access to personal data from the Controller;
2. The right to request rectification of incorrect data;
3. The right to request deletion of data when they are no longer necessary for the purposes for which they were collected;
4. The right to request restriction of processing;
5. The right to object to processing;
6. The right to data portability;
7. When personal data are processed solely based on consent, the right to withdraw consent at any time without affecting the lawfulness of processing carried out based on consent before its withdrawal. The withdrawal of consent can be sent to: iodo@lck.lubelskie.pl.

RIGHT TO LODGE A COMPLAINT

You have the right to lodge a complaint with the President of the Personal Data Protection Office, headquartered in Warsaw, ul. Stawki 2, if you believe that the processing of your data violates the GDPR provisions.

SOURCE OF DATA

Providing personal data is mandatory when the legal basis for data processing is a legal provision or a contract concluded between the parties. When processing is based on consent, providing personal data to the Controller is voluntary; however, failure to provide them will result in the inability to achieve the processing purpose.

GUARANTEES

Data will not be subject to automated decision-making, including profiling, nor will they be transferred to a third country or an international organization.