Information on the processing of personal data

Information on the processing of personal data processed when providing

the helpline service implemented by Centrum e-Zdrowia.

The controller of your data is Centrum e-Zdrowia with its registered office in Warsaw ul. Stanisława Dubois 5A, 00-184 Warsaw.

Contact with the Controller is possible in particular under the address Centrum e-Zdrowia with its registered office in Warsaw ul. Stanisława Dubois 5A, 00-184 Warsaw or under the email address <u>biuro@cez.gov.pl</u>.

Contact with the Data Protection Officer is possible under the address <u>iod@cez.gov.pl</u>. Your data will be processed on the basis of a granted consent to provide assistance and response to questions asked or on the basis of a legitimate purpose which is the archiving of records and defense against claims.

Establishing a connection is tantamount to giving consent to the processing of personal data for the purpose indicated above.

Your data will be stored until the withdrawal of the consent given through establishing a connection or until the legitimate purpose of the controller is no longer valid. You have the right to access your data, the right to have them rectified and to have them deleted following the period of archiving of records.

You also have the right to lodge a complaint with the President of the Data Protection Office. The provision of data is voluntary, but is a condition for using the helpline.

Information related to the processing of personal data of the employees

and collaborators of a contractor who has concluded an agreement with

CeZ

Pursuant to Article 14 of the Regulation of the European Parliament and the Council (EU) 2016/679 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 the GDPR, we inform that:

1. Identity and contact details of the Controller

Centrum e-Zdrowia (CeZ) with its registered office in Warsaw, at ul. Stanisława Dubois 5A, 00-184 Warsaw.

2.Contact details of the Data Protection Officer

In matters related to the protection of personal data and in connection with the exercise of rights of persons whose data are processed, please contact our Data Protection Officer, by sending a message to the e-mail address: iod@cez.gov.pl or the registered office address of CeZ, indicated above.

3. Purposes and legal grounds for the processing of data

The processing of data is necessary to achieve the purposes resulting from the legitimate interests of the controller (Art. 6 (1) (b) and (f) of the GDPR), i.e.:

- in connection with a concluded agreement
- where it is necessary to establish, pursue and defend against claims
- 4. Categories of processed data and their retention period

Your personal data contained in the Agreement including name and surname, e-mail address, PESEL [Personal Identification Number] in the case of persons who in connection with the agreement will have access to IT systems, phone number and in the case of conducting an economic activity – also company data.

Your personal data will be stored for the time necessary to perform the agreement, referred to above. This period may be extended by the time necessary to pursue or defend against claims.

5. Information on categories of recipients of your personal data Your personal data may be made available to entities authorized by law, as well as to entities to whom the Controller entrusted the processing of data on the basis of entrustment agreements such as IT systems and services providers.

6. Information on your rights in relation to the processing of personal data

- You have the right to access your data, have them rectified, deleted, to demand the restriction of processing, to raise an objection to the processing, to transfer data, if and in so far as it results from legal provisions;
- You have the right to lodge a complaint with a supervisory authority, if the processing of your personal data violates the provisions of the General Data Protection Regulation (GDPR), to the address: the Office of the President of the Data Protection Office, 00-193 Warsaw, ul. Stawki 2..
- 7. Information on profiling

Your personal data will not be processed by the Controller by automated means including in the form of profiling.

8. Source from which the data is obtained

Your data have been transmitted by persons representing the entity in which you are employed, being party to the agreement concluded with CeZ, referred to above

Information related to the processing of data of the employees and collaborators of authorities being business stakeholders who cooperate with CeZ and in connection with the performance of tasks have access to systems maintained by CeZ

Pursuant to Art. 13 and 14 of the Regulation of the European Parliament and the Council (EU) 2016/679 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 the GDPR, we inform that:

1. Identity and contact details of the Controller

Centrum e-Zdrowia (CeZ) with its registered office in Warsaw, at ul. Stanisława Dubois 5A, 00-184 Warsaw.

2. Contact details of the Data Protection Officer

In matters related to the protection of personal data and in connection with the exercise of rights of persons whose data are processed, please contact our Personal Data Protection Officer by sending a message to the e-mail address: iod@cez.gov.pl or to the registered office address of CeZ, indicated above.

3. Purposes and legal grounds for the processing of data

Processing of data is necessary to achieve the purposes resulting from the legitimate interests of the Controller (Art. 6 (1) (c),(e) and (f) of the GDPR), i.e.:

- processing is necessary to comply with a legal obligation imposed on the controller
- processing is necessary to perform a task carried out in the public interest or in the exercise of public authority vested in the controller
- processing is necessary for the purposes resulting from the legitimate interests pursued by the controller

4. Categories of processed data and their retention period

Your personal data contained in the Agreement including name and surname, email address, PESEL number in the case of persons who in connection with the performance of tasks will have access to IT systems, phone number.

Your personal data will be stored for the time necessary to perform tasks resulting from the cooperation with a business stakeholder and the period of performance by you of tasks related to this cooperation.

5. Information on categories of recipients of your personal data

Your personal data may be made available to entities authorized by law as well as to entities to whom the Controller entrusted the processing of personal data on the basis of concluded entrustment agreements, such as IT systems and services providers.

6. Information on your rights in relation to the processing of personal data

- You have the right to access the content of your data, have them rectified, deleted, to demand the restriction of processing, to raise an objection to the processing, transfer data, if and in so far as it results from legal provisions;
- You have the right to lodge a complaint with a supervisory authority if the processing of your personal data violates the provisions of the General Data Protection Regulation (GDPR), to the address: the Office of the President of the Data Protection Office, 00-193 Warsaw, ul. Stawki 2.

7. Information on profiling

Your personal data will not be processed by the Controller by automated means including in the form of profiling.

8. Source from which the data is obtained

Your data have been transmitted by persons representing the entities in which you are employed, being party to the agreement concluded with CeZ, referred to above or transmitted directly by you.

Rules for the processing of personal data in the Operational Program Digital Poland 2014-2020

In the processing of personal data as part of the OPDP 2014–2020 (POPC 2014–2020) are involved entities which act as controllers within the meaning of the GDPR [the Regulation of the European Parliament and the Council (EU) 2016/679 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) of 27 April 2016 (OJ of the EU L No. 119, page 1).]. These entities make decisions on the processing of personal data, i.e.: what personal data, for what purpose and in what way are processed. Each controller is solely responsible for the protection of personal data and for the informing of data subjects and the public about the way they process personal data.

The Minister of Development Funds and Regional Policy – as the Managing Authority of the OPDP 2014-2020, acts as the controller of personal data processed in connection with the implementation of the OPDP 2014-2020.

Furthermore, the Minister, as one of the beneficiaries of projects implemented from technical assistance funds as part of the OPDP 2014-2020 is the controller of personal data, processed in this respect. The Minister of Development Funds and Regional Policy is also the controller of data collected in the Central IT System, managed by them, supporting the implementation of the OPDP 2014-2020.

Purpose for the processing of personal data

The Minister of Development Funds and Regional Policy processes personal data in order to implement the tasks assigned to the Authority Managing the OPDP 2014-2020, to the extent that is necessary to achieve this objective. The Minister of Development Funds and Regional Policy processes personal data, in particular, for the following purposes:

- 1. to grant support to beneficiaries applying for co-financing and carrying out projects,
- 2. to confirm the eligibility of expenditure,
- 3. to request payment from the European Commission,
- 4. to report irregularities,
- 5. to evaluate,
- 6. to monitor,
- 7. to control,
- 8. to audit,
- 9. to run reporting activities
- 10. to run information-promotion activities.

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Legal grounds for processing

Processing of personal data in connection with the implementation of the OPDP 2014-2020 is carried out in accordance with the GDPR.

The legal grounds for the processing of data is the necessity to fulfill the obligations incumbent on the Minister of Development Funds and Regional Policy - as the Managing Authority – pursuant to the provisions of Union law and national laws (Art. 6 (1) (c) of the GDPR).

These obligations result, inter alia, from the provisions of the Act of 11 July 2014 on the Rules of Implementation of Cohesion Policy Programs financed under the 2014-2020 Financial Perspective and European legislation:

- Regulation of the European Parliament and the Council No. 1303/2013 of 17 December 2013 laying down common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund, and laying down general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund and repealing Council Regulation (EC) No. 1083/2006,
- 2. Commission Implementing Regulation (EU) No. 1011/2014 of 22 September 2014 laying down detailed implementing rules to the Regulation of the European Parliament and the Council (EU) No. 1303/2013 as regards the models for submission of certain information to the Commission and detailed rules concerning the exchanges of information between beneficiaries and managing authorities, certifying authorities, audit authorities and intermediate bodies.

Processing is also lawful if one of the following applies:

- 1. processing is necessary for the performance of an agreement to which the data subject is party (Art. 6 (1) (b) of the GDPR) this grounds applies, inter alia, to personal data of persons running business as a sole trader, with whom the Minister concluded agreements in order to implement the OPDP 2014-2020,
- 2. processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Minister (Art. 6 (1) (e) of the GDPR) this grounds applies, inter alia, to competitions and promotional campaigns organized by the Minister concerning the Program,
- processing is necessary due to a legitimate interest of the Minister of Development Funds and Regional Policy (Art. 6 (1) (f) of the GDPR) this grounds applies, inter alia, to personal data processed in connection with the performance of agreements within the framework of European Funds.

Under the OPDP 2014-2020 under actions 3.1 – Training activities for the development of digital skills – special categories of data (data on disability) are processed. The legal grounds for their processing is the explicit consent of the data subject (Art. 9 (2) (a) of the GDPR).

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Types of processed data

The Minister of Development Funds and Regional Policy, in order to implement the OP Digital Poland 2014-2020 processes personal data of among others:

- 1. employees, volunteers, trainees and interns representing or performing tasks for the entities involved in the service and implementation of the OPDP 2014-2020,
- 2. contact persons, persons authorized to make binding decisions and other persons performing tasks for applicants, beneficiaries and partners,
- 3. participants of trainings, competitions, conferences, monitoring committees, working groups, steering groups and information or promotional meetings organized under the OPDP 2014-2020,
- 4. candidates for experts and experts involved in the process of selecting projects to be co-financed or performing tasks related to the implementation of the rights and obligations of the competent authorities, resulting from the concluded grant agreements,
- 5. persons whose data will be processed in connection with the examination of eligibility of funds in the project, including in particular: project personnel, participants of tender commissions, bidders and contractors of public procurements, persons providing services under civil law contracts.

The types of personal data processed by the Minister include:

- identification data, in particular: name, surname, place of employment/form of conducting business activity, official position; in some cases also PESEL [Personal Identification Number]/NIP [Tax Identification Number]/REGON [Statistical ID],
- 2. data concerning the employment relationship, in particular remuneration received and working time,
- 3. contact details, which include in particular e-mail address, phone number, fax number, correspondence address,
- 4. financial data, in particular bank account number, amount of allocated funds, information about the real
- property (plot number, land and mortgage register number, gas connection number), amount of remuneration,
 5. data collected in order to fulfill reporting obligations, to the fulfilment of which member states are obliged, including in particular: gender, age at the time of joining the project, education, occupation, nationality, information on disability.

Data are obtained directly from data subjects, or institutions and entities involved in the implementation of operational programs, in particular applicants, beneficiaries and partners.

Where data are collected directly from data subjects, the provision of data is voluntary. However, the refusal to provide data is tantamount to the lack of possibility to take appropriate actions, e.g. applying for funds under the OPDP 2014-2020.

IV.

Data retention period

Personal data will be stored for the period specified in w Art. 140 (1) of the Regulation of the European Parliament and the Council (EU) No. 1303/2013 of 17 December 2013 and at the same time for a period not shorter than 10 years from the date of awarding the last aid under the OPDP 2014-2020 – at the same time taking into account the provisions of the Act of 14 July 1983 on the National Archival Resources and Archives.

In some cases, e.g. when the EU authorities control the Minister, this period may be extended.

V.

Recipients of data

The recipients of personal data may be:

- the entities, to whom the Authority Managing the OPDP 2014-2020 entrusted the performance of tasks related to the implementation of the Program, including in particular the Intermediate Body of the OPDP, as well as experts, entities conducting audits, controls, trainings and evaluations,
- authorities, bodies and agencies of the European Union (EU), as well as other entities to whom EU has entrusted the performance of tasks related to the implementation of the OPDP 2014-2020,
- entities providing the Minister with services related to the operation and development of IT systems and ensuring communication, in particular IT solutions providers and telecommunications operators.

VI.

Rights of the data subject

Persons, whose data are processed in connection with the implementation of the OPDP 2014-2020 have the following rights:

- to access their personal data and the right to rectify the data Upon exercising this right, the data subject may ask the Minister among others whether the Minister processes his or her personal data, what personal data are processed by the Minister, where the Ministe has obtained them from, what is the purpose of the processing and its legal grounds and how long These data will be processed. If the processed data prove to be outdated, the data subject may apply to the Minister with a request to update them,
- 2. the right to have their data erased or restrict their processing if the conditions set out in Art. 17 and 18 of the GDPR are met A request to have personal data deleted is fulfilled, in particular, when further processing of data is no longer necessary to achieve the purpose of the Minister or personal data have been processed unlawfully. The detailed conditions of exercising this right are specified in Art. 17 of the GDPR. Restriction of processing of personal data cause that the Minister may only store personal data. The Minister may not transmit such data to other entities, modify or delete them. Restriction of the processing of personal data are correct, processed in accordance with the law and necessary to achieve the purpose of processing. Restriction of the processing of personal data occurs also where an objection is raised to the processing of data until this objection is considered by the Minister.
- 3. the right to lodge a complaint with the President of the Personal Data Protection Office,
- 4. the right to withdraw consent, at any time where the basis for the processing of data is consent (Art. 9 (2) (a) of the GDPR). The withdrawal of consent will not cause the processing that took place before the withdrawal of consent to be considered unlawful.
- 5. the right to receive your personal data in a structured commonly used format, to transfer those data to another controller or to demand from the controller, if it is technically possible, to send them to another controller where the basis for the processing of data is consent or the implementation of an agreement with the data subject (Art. 6 (1) (b) of the GDPR).
- 6. the right to object to the processing of personal data where the grounds for the processing of data is the implementation of public tasks of the controller or their legitimate interests (Art. 6 (1) (e) or (f) of the GDPR). Filing an objection causes that the Minister no longer processes the personal data unless the controller demonstrates compelling legitimate grounds for the processing which override the interest rights, and freedoms of the data subject, or the bases for the establishment, exercise and defense of claims.

VII.

Automated decision-making

The data are not subject to the process of automated individual decision-making.

VIII.

Contact with the Data Protection Officer

The Minister of Funds and Regional Policy is based at the following address at: ul. Wspólna 2/4, 00-926 Warsaw. Should you have any questions, you may contact the Personal Data Protection Officer at the Ministry of Development Funds and Regional Policy:

- at:
 ul. Wspólna 2/4, 00-926 Warsaw,
- by e-mail: <u>IOD@mfipr.gov.pl</u>