

Privacy Notice in Terms of Article 13 and Article 14 of the GDPR

Based on the information provided in the following, we would like to give you an overview of the processing of your personal data by us and your rights under data protection legislation.

1. Data Controller and Data Protection Officer Contact Data

Your personal data are processed according to Article 26 of the regulation (EU) 2016/679 of the European Parliament and the Council of the 27th of 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 (GDPR) by:

- 1) **INSTITUTE FOR ECOLOGY OF INDUSTRIAL AREAS (IETU)**
Kossutha 6, Katowice, Poland, tel. +48 32 254 60 31, ietu@ietu.pl.

If you have any questions regarding your privacy, please write at the following e-mail address: ietu@ietu.pl, or contact our Data Protection Officer at +48 32 254 60 31 or by traditional mail at the address: 6 Kossutha Street, 40-844 Katowice, Poland.

2. Source of the personal data

We may receive your personal data from the following sources:

- 1) directly from you (Article 13 of the GDPR) during the registration to the Self-assessment tool on the ETV-HUB.eu website;

3. The purposes of the processing for which the personal data are intended and the legal basis for the processing

We process your personal data in compliance with applicable data protection laws, in particular the regulation (EU) 2016/679 of the European Parliament and the Council of the 27th of April 2016 on the protection of natural person with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (GDPR) in connection with the execution of the work under the Agreement.

We process your personal data for the following purpose:

- 1) reporting of execution of LIFEproETV project, according to Grant Agreement No. LIFE19 GIE/PL/000784,
- 2) conclusion and performance of a contract concluded between you and us (e.g. payment of your remuneration),
- 3) carrying out a survey, which is an element of project ETV monitoring,
- 4) monitoring of the progress of the project and the use of resources in the project,
- 5) managing project interested parties, organizing events and running promotional campaigns for the ETV system via direct contact, e-mail, social media, invitations to project events, invitations to fill in on-line surveys, registration via the website,

We are entitled to process your personal data on the following basis:

- a) Article 6.1. point a of the GDPR – your consent.
In some situations, the processing of your personal data is not really necessary, which is why these processing activities require your consent. In these cases, we inform you about this fact and, in particular, about the voluntary nature of such consent and you have the right to revoke your consent at any time with effect for the future
Upon your consent, we will be allowed to share your data with other Joint Data Controllers.
- b) Article 6.1. point B of the GDPR – it is necessary for the performance of a contract to which you are a party or in order to take steps at your request prior to entering into a contract.
First and foremost, we process your personal data for the purpose of fulfilling our contractual obligations and rendering any and all services related to this or in the context of the relevant contract initiation phase. In this regard, the concrete purposes depend on the different services or products to which the business relationship or the contract initiation activities relate.
- c) Article 6.1. point F of the GDPR – to pursue our legitimate interests, i.e. conducting of project LIFEproETV.

4. The categories of personal data concerned

We will process the following your personal data:

- e-mail address

5. Recipients of personal data

Your personal data are shared with other LIFEproETV project partners in connection with the execution of the work under the Agreement, for the purposes indicated in point 3.

In certain cases, we transfer your personal data to:

- 1) public authorities (such as tax offices) in the case of a legal obligation;
- 2) other companies and legal entities in the context of performing any contractual relationships, in the context of the balancing of interests and based on your consent. Depending on the business relationship or the order, this may include, without limitation, companies, logistics partners, marketing services providers, credit agencies, financial institutions, tax consultants or lawyers involved in the execution of the Agreement.

6. Transfer of personal data to a recipient in a third country or international organisation

We do not transfer your personal data to any other individuals/entities in countries outside the European Union (third country) or international organisation.

7. Storage Duration of the Data

We process and store your personal data for as long as this is required for the fulfilment of our contractual and legal obligations. To the extent the storage of personal data is no longer required to fulfil this obligation, this data will be immediately erased, unless statutory retention periods apply, such as applicable commercial and tax law retention periods based and unless we must retain them as evidence in the context statutory periods of limitation.

8. Data Subject Rights

With regard to your personal data, you have the following rights towards us:

- 1) right of access;
- 2) right to rectification or erasure;
- 3) right to the restriction of processing;
- 4) right of objection to the processing;
- 5) right to data portability.

You also have the right to submit complaints to data protection supervisory authorities concerning our processing of your personal data.

You can lodge a complaint regarding the processing of your personal data to your local data protection authority or to the President of the Personal Data Protection Office by traditional mail at the address: 2 Stawki Street, 00-193 Warsaw, Poland.

Should you have granted us your consent to data processing (Article 6.1. point a of the GDPR), you can withdraw it at any time with effect for the future.

Insofar as we base the processing of your personal data on a balancing of interests (Article 6.1. point f of the GDPR), you can submit an objection to its processing. When exercising such right to object, we ask you to explain the reasons why we should not process your personal data as we do. In the case where you make unjustified objection, we will check the facts and either discontinue the data processing, and/or adjust it, or specify to you our compelling legitimate grounds, on the basis of which we shall continue the processing.

You may object to the processing of your personal data for the purposes of advertising at any time.

9. Obligation to provide data

In the context of contract execution or during the contract initiation phase, you will be obliged to provide such personal data which is required for fulfilling the contract or for performing any pre-contractual measures and the obligations related to this.

Apart from the above, you must provide such personal data which we are obliged to collect on the basis of the law. Without this personal data being provided, we will be unable to conclude a contract with you or to fulfil existing ones.

In cases of data collection based on a consent on your part, you provide your personal data on a voluntary basis; you are under no obligation to do so. Should you decide not to grant your consent, this means that we will not be able to perform the tasks or render the services for which data processing on the basis of your consent is required. You have the right to withdraw your consent even after to granted this at any time with effect for the future.

10. The existence of automated decision-making, including profiling

Your personal data will not be used for automated decision-making, including profiling. By profiling, we mean the processing of your data by using it to evaluate certain information about you, in particular to analyse or forecast your personal preferences and interests.