

## INFORMATION CLAUSE for participants

### The Global Forum on the Future of Education and Skills 2030

Pursuant to Articles 13(1)–(2) and 14(1)–(2) of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27.04.2016 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) (Official Journal of the EU L No. 119, p. 1, as amended) – hereinafter GDPR – we inform you that:

1. **The administrator of personal data** is the Educational Research Institute (IBE) with its registered office in Warsaw, at 8 Górczewska Street, 01-180 Warsaw, which can be contacted by phone at +(48 22) 24 17 101, by e-mail: [ibe@ibe.edu.pl](mailto:ibe@ibe.edu.pl) or by post, having the correspondence delivered to the address of the administrator's registered office.
2. **The administrator has appointed a Data Protection Controller**, who can be contacted by e-mail: [iod@ibe.edu.pl](mailto:iod@ibe.edu.pl) or by post, having the correspondence delivered to the address of the administrator's registered office.

#### 3. Purposes and legal basis of processing

Personal data will be processed by the administrator for the purpose of:

- 1) organising and conducting the event, including sending invitations, ongoing communication, on the basis of Article 6(1)(e) of the GDPR in connection with the implementation by IBE of its statutory tasks and Article 2 of the Act of 30 April 2010 on research institutes.
- 2) archiving documentation – which is the legal obligation of the administrator (Article 6(1)(c) GDPR) resulting from Article 5(1)(2) of the Act of 14 July 1983 on the national archive and archive resources;
- 3) informing, promoting and marketing, by posting materials on IBE's website and on IBE's social media profiles (Facebook, LinkedIn, YouTube), in the form of recorded image and voice, data will be processed on the basis of the administrator's legitimate interest in promoting the event (Article 6(1)(f) GDPR);
- 4) defence in the event of possible complaints or claims, on the basis of Article 6(1)(f) GDPR – the controller's legitimate interest in defending its rights.

#### 4. Recipients of personal data

The recipient of the data will be KDK sp. z o.o. based in Warsaw – the processor responsible for supporting IBE in the implementation of the event. Data may also be shared with other entities – service providers of IT systems, including email and online meeting tools.

In the remaining scope, the data may be made available to entities to which the controller is obliged or entitled to make the data available on the basis of generally applicable legal regulations.

#### 5. Scope of data processing and source of data acquisition

In order to send invitations/information about the organisation of the event, we process identification and contact data (name, surname, name of the institution, e-mail address). Insofar as personal data has not been provided to us directly, we may have obtained it from public sources, including websites and social networks.

## 6. **Data retention period**

We will keep your personal data for the period necessary to fulfil the purpose for which they were collected and for the archival purposes required by the provisions of the Act of 14 July 1983 on the national archive and archive resources and based on IBE's Uniform Material List of Files.

Data in the form of an image will be processed for the duration of IBE's website and/or social media profiles or until the withdrawal of the consent given.

Personal data processed on the basis of the consent given will be processed until the consent is withdrawn or the purpose of the processing ceases.

## 7. **Rights of data subjects**

You have the right to access your data and to receive a copy of your data, to rectify (amend) your data, to erase your data, to restrict the processing of your data, although separate provisions may exclude the exercise of this right.

Furthermore, you have the right to object to the processing of your data.

You may withdraw your consent to the processing of your personal data at any time to the extent that your consent has been granted. However, the withdrawal of consent will not affect the processing that was performed on the basis of consent before its withdrawal.

In the event that you consider that the processing of your personal data violates the provisions of the GDPR or other provisions determining the manner of processing and protection of personal data, you have the right to lodge a complaint with the President of the Office for Personal Data Protection (to the address of the President of the Office for Personal Data Protection, 2 Stawki Street, 00-193 Warsaw).

## 8. **The provision of your personal data is voluntary but necessary for your participation in the event.**