



## INFORMATION CLAUSE

**for participants of the Education for All "Inclusion is Action" conference**

**summarising the "Accessible School for All"  
UNICEF-ASA project**

**The controller of personal data** is the Educational Research Institute - National Research Institute (IBE PIB) with its registered office in Warsaw at ul. Górczewska 8, tel: (22) 24 17 101, e-mail: [ibe@ibe.edu.pl](mailto:ibe@ibe.edu.pl)

**The Controller appointed the Data Protection Officer** who can be contacted via email address: [iod@ibe.edu.pl](mailto:iod@ibe.edu.pl) or by forwarding correspondence to the aforementioned address of the Controller's registered office.

### **Purpose and basis of processing**

- a) **organisation of the meeting** - including sending of invitations/information, ongoing communication, registration of participants - the legal basis for processing is Article 6(1)(e) of the GDPR - processing is necessary for the performance of a task carried out in the public interest in connection with exercising by IBE PIB of its statutory tasks and tasks related to the implementation of the project;
- b) **documenting the implementation of the event** - the legal basis for the processing is Article 6(1)(f) of the GDPR - the controller's legitimate interest consisting in documenting the project activities for the purposes of reporting and accounting for the project.
- c) **archiving of records** - which is a legal obligation of the controller (Article 6(1)(c) of the GDPR) in connection with Article 5(1)(2) of the Act of 14 July 1983 on the national archival resource and archives,
- d) **defence in the event of possible complaints or claims** under Article 6(1)(f) of the GDPR - legitimate interest to defend the rights of the data subject.

### **Recipients of personal data**

The recipients of the data include the providers of IT services, including the electronic mail provider, providers of services related to the organisation of the event: KDK Sp z o.o. with its registered office in Warsaw, ul. Mokotowska 14.

Personal data may be shared with UNICEF for project auditing purposes.

### **Data retention period**

The data will be processed throughout the term of the project and subsequently retained for a period of up to 5 years after project completion.

### **You have the following rights:**

- a) The right to access your data and to receive a copy of your data, the right to rectify (amend) your personal data, the right to erasure of your personal data "the right to be forgotten", the right to restrict the processing of your personal data - on the terms and in the cases provided for in the provisions of the GDPR;
- b) in the case of processing of personal data for the purposes of legitimate interests of the Controller, we inform of the right to object to the processing on grounds relating to the particular situation of the data subject;
- c) in the case of recognising that the data is processed in breach of the regulations, you have the right to lodge a complaint with the President of the UODO [Personal Data Protection Office].

### **Information about the requirement to provide data**

The provision of your personal data is necessary for the purpose of registration and participation in the meeting.

### **Transfer of personal data outside the European Economic Area (EEA)**

Personal data will not be transferred outside the EEA.