

GDPR (General Data Protection Regulation) Information clause

Due to the commencement of applying the Regulation of the European Parliament and the Council (EU) 2016/679 of 27 April 2016 on the protection of individuals with regard to the processing of personal data and the free movement of such data and repealing the Directive 95/46/EC on 25 May 2018, (General Data Protection Regulation, hereinafter: GDPR), we hereby inform that on the basis of Art. 13 GDPR, as of 25 May 2018, you will have the following rights related to the processing of your personal data by the Pope John Paul II State School of Higher Education in Biała Podlaska.

1. The Administrator of your personal data is the Pope John Paul II State School of Higher Education in Biała Podlaska, with its registered office at ul. Sidorska 95/97, 21-500 Biała Podlaska.
2. At the Pope John Paul II State School of Higher Education in Biała Podlaska, the Data Protection Inspector has been appointed, who can be reached by phone: +48 83 3449982 or by e-mail: iod@pswbp.pl
3. Pope John Paul II State School of higher Education in Biała Podlaska may process your personal data with permission of the data subject **(legal basis for processing GDPR Art. 6 para. 1 (a))** in order to support the following processes:
 - performing tasks (including reviewing scientific articles, publishing scientific articles, their publishing and dissemination, contacting authors, reviewers, sending newsletters, e-mails informing, for example, about publishing a new issue of the journal, registering DOI numbers for articles)
 - for analytical or statistical purposes resulting from the legally justified interest of the journal, for example, from reporting (Art. 6 para. 1 (f) GDPR)
4. Pope John Paul II State School of Higher Education in Biała Podlaska may process your personal data for the performance of a contract to which the data subject is a party **(legal basis for the processing GDPR Art. 6 para. 1 (b))** in order to support the following processes:
 - execution of contracts with recipients, service and product suppliers (services such as the composition and printing of the journal, website administration)
 - placing articles in external databases, publishing platforms operated by external entities
5. Pope John Paul II State School of Higher Education in Biała Podlaska may process your personal data fulfilling a legal obligation **(legal basis for the processing GDPR Art. 6 para. 1 (c))** in order to support the following processes:
 - fulfilment of the obligation set out in the law on public procurements
 - the obligation referring to, among others, submitting an evaluation questionnaire based on the assessment conducted by the Ministry of Science and Higher Education or other obligations that may arise pursuant to introduced regulations
 - In case of reviewers: drafting contracts for specific work, settlement of contracts and accounts in order to pay remuneration.
6. Pope John Paul II State School of Higher Education in Biała Podlaska may process your personal data when performing tasks undertaken for public interest **(legal basis for the processing GDPR Art. 6 para. 1 (e))** in order to support the following processes:
 - processing of incoming and outgoing mail communication
 - conducting informational and promotional activities regarding the tasks of the university.
 - implementation of good publishing practices - disclosure of all authors of published articles, submitting the data of a corresponding author
7. Due to the processing of data for the purposes indicated in points 3, 4, 5, 6, your personal data may be made available to other recipients or categories of recipients of personal data. The

recipients of your personal data may only be entities (including third parties) authorized to collect your data in justified cases and on the basis of applicable legal regulations.

Part of the data of authors, reviewers, members of the scientific council of the journal, i.e. name and surname, scientific affiliation, employment address, business e-mail address are publicly available on our websites, in paper editions of our magazines and are disseminated only with related scientific articles. Your data are not made available, in any other way, to external entities (third parties). The basis for making them available is the necessity to perform our tasks (Art. 6 para. 1 (b) GDPR). Absence of consent to making such data available results in the inability to carry out tasks, that is, publishing scientific articles.

8. Your personal data will be processed, on the basis of applicable legal regulations, for the period necessary to accomplish processing objectives indicated in points 3, 4, 5,6 but not shorter than period specified in applicable archiving regulations. Data will be processed in both the environment of electronic information processing and in the traditional form. It will be stored during the implementation of tasks (publication of scientific articles), that is, as long as a journal exists.
9. In connection with the processing of your data by the Pope John Paul II State School of Higher Education in Biała Podlaska, you have the right to:
 - access the contents of data,
 - correct data
 - delete data or limit its processing
 - object to the processing of data
 - transfer data
10. Should you consider that the processing of Your personal data by the Pope John Paul II State School of Higher Education in Biała Podlaska violates the regulations of GDPR and the Act on Personal Data Protection, you have the right to file a complaint with the President of the Office of Personal Data Protection.
11. The processing of your data is conducted by the Pope John Paul II State School of Higher Education in Biała Podlaska pursuant to applicable provisions of law and may be performed in an automated manner, which may involve automated decision-making.

The list of legal acts regarding the protection of personal data

- Regulation of the European Parliament and of the Council (UE) 2016/679 of 27 April 2016 on the protection of individuals with regard to processing of personal data, free movement of such data and on repealing of Directive 95/46/EC (General Data Protection Regulation) [Download]
- Act of 10 May 2018 on the protection of personal data [Download]