**INFORMATION CLAUSE**

Below is the necessary information regarding the processing of your personal data in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council 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, – hereinafter: the GDPR – in connection with your participation in the scientific conference,

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| Who is the Controller of your data? | The Controller of the your personal data is the Pomeranian Medical University in Szczecin, ul. Rybacka 1, 70-204 Szczecin. | |
| Who can you contact? | For all matters related to our processing of your personal data, you can contact the Data Protection Officer by email at iod@pum.edu.pl or by phone at 914800790. | |
| From where do we have your data? | Your personal data has been provided by you or the person who made your application to let you participate in the conference. | |
| What data do we process? | We process the data indicated specifically in the application form such as your first and last name, specialty, academic year and department of the Pomeranian Medical University, email address, telephone number. | |
| For what purpose we process your data | **Purpose of processing** | **Legal basis** |
| Conclusion and execution of an agreement between the participant and the conference organiser | Article 6(1)(b) of the GDPR |
| Performance of legal obligations e.g. issue of bills or invoices, keeping ledgers | Article 6(1)(c) of the GDPR |
| Issue of certificates or attestations confirming participation in the conference | Article 6(1)(b) of the GDPR |
| Contact for organisational purposes | Article 6(1)(f) of the GDPR in the framework of the legitimate interest of the controller |
| Maintenance of the list of participants | Article 6(1)(f) of the GDPR in the framework of the legitimate interest of the controller |
| Investigation of possible claims | Article 6(1)(f) of the GDPR in the framework of the legitimate interest of the controller |
| Internal administrative, analytical and statistical purposes | Article 6(1)(f) of the GDPR in the framework of the legitimate interest of the controller |
| With whom do we share your data? | Your personal data may be shared with the following categories of recipients:   1. entities to whom it must be made available by law; 2. entities with whom we work together to fulfil our rights and obligations (providing IT, marketing, legal, debt collection, human resources, accounting, transport, courier and postal services); | |
| For how long shall we process your data? | Your personal data shall be processed for the period during which the agreement is performed, as well as until the statute of limitations for claims and the expiry of the document retention period for accounting purposes, for tax purposes and the end of the project evaluation and monitoring period.  After the last of these periods, your personal data shall be deleted or anonymised by us. | |
| What rights do you have in connection with our processing of your personal data? | You can exercise the following rights in relation to our processing of your personal data: access to your data, rectification (amendment) of your data, erasure of your data, restriction of processing and data portability. You also have the right to lodge a complaint with a data protection supervisory authority.  Notwithstanding the above rights, you may object to processing carried out under the Controller's legitimate interest or public interest. Your personal data shall be no longer processed for these purposes unless it is demonstrated that there are compelling legitimate grounds in relation to your data which override your interests, rights and freedoms or your data is necessary for the possible establishment, investigation or defence of claims.  To ensure that you are entitled to exercise your rights, we may ask you to provide additional information to allow us to identify you. | |
| Is the provision of data mandatory? | The provision of data is a condition for the conclusion of the agreement and failure to do so may result in the inability to conclude or perform the agreement. | |
| What else should you know? | We shall not transfer your data outside the EEA. We do not make decisions by automated means, i.e. on the basis of automated data analysis. | |