

INFORMATION CLAUSE

of the National Film Archive – Audiovisual Institute (Filmoteka Narodowa – Instytut Audiowizualny) concerning the processing of personal data of applicants for and participants in the workshops "CRISIS-RESILIENT ARCHIVES. Risk Management and Rescue of Audiovisual Heritage in Emergency Situations", held on 4, 9–11 and 15–17 December 2026

(hereinafter: the "Workshops")

Pursuant to Article 13(1) and (2) of 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 (General Data Protection Regulation) (OJ L 119, 4.5.2016, p. 1) ("GDPR"), we hereby inform you that:

Personal data controller

The controller of your personal data is the National Film Archive – Audiovisual Institute (Filmoteka Narodowa – Instytut Audiowizualny), with its registered office in Warsaw, ul. Wałbrzyska 3/5, 02-739 Warszawa, Poland, Tax ID (NIP): 5213784838, REGON: 367467328 (the "Controller" or "FINA").

Data Protection Officer (DPO)

The Controller has appointed a data protection officer (the "DPO"). The DPO may be contacted by post at the address of the Controller's registered office or by e-mail at iod@fina.gov.pl in all matters relating to the processing of personal data and the exercise of rights related to such processing.

Purposes and legal bases of personal data processing

Your personal data are processed for the following purposes:

- a) conducting the recruitment for the Workshops (including the assessment of applications and the selection of participants) and organising and conducting the Workshops (including conducting correspondence and drawing up a list of participants). This constitutes the performance of a task carried out in the public interest on the basis of the Act of 25 October 1991 on Organising and Conducting Cultural Activity and the Statute of the National Film Archive – Audiovisual Institute. FINA is a state cultural institution whose statutory tasks include cultural education, the dissemination of audiovisual culture and the protection of the national audiovisual heritage (Article 6(1)(e) GDPR);
- b) establishing, pursuing or defending claims related to the recruitment for or participation in the Workshops, which constitutes a legitimate interest of the Controller (Article 6(1)(f) GDPR);
- c) providing support or accommodations to persons who have reported such needs in the application form. This constitutes the performance of a legal obligation of the Controller under the Act of 19 July 2019 on Ensuring Accessibility for Persons with Special Needs (Article 6(1)(c) GDPR). Where the information you provide concerns health, it is processed for reasons of substantial public interest on the basis of law (Article 9(2)(g) GDPR).

The recording and publication of your image as an element documenting the course of the event takes place on the basis of a separate statement, the making of which is voluntary and does not affect the possibility of participating in the Workshops.

Categories of data

The processing concerns the following categories of your data:

- a) basic data: first name, surname, organisation, position;
- b) contact data: e-mail address;
- c) other information provided in the Workshop application form, including, if provided, information on needs for support or accommodations.

Data retention period

Data of Workshop participants will be stored for 5 years from the end of the calendar year in which the Workshops took place, i.e. until the end of 2031. Data of persons not qualified to participate in the Workshops will be stored until the end of the first quarter of 2027 and will then be deleted.

Data recipients

Recipients of your data may include entities processing them on behalf of the Controller for the purpose and to the extent related to the recruitment for and organisation of the Workshops, i.e. IT service providers and entities providing technical support services. These entities process the data on the basis of agreements concluded with the Controller and solely in accordance with its instructions. In connection with the publication of a report on the Workshops, which may contain your image as an element documenting the event, the recipients of the data will also include social media services (X, YouTube, LinkedIn) and the provider of hosting services for the FINA website.

The Controller may also disclose the data to entities entitled to receive them under generally applicable provisions of law.

Transfer of data outside the European Economic Area (EEA)

In connection with the publication of materials on the social media services X, YouTube and LinkedIn, personal data may be transferred to the United States. This takes place on the basis of an implementing decision of the European Commission establishing an adequate level of protection of personal data under the EU-US Data Privacy Framework, to which X Corp., Google LLC and LinkedIn Corporation have acceded.

Automated decision-making, including profiling

Your personal data will not be subject to automated decision-making, including profiling.

Rights of the data subject

With regard to the data processed for the purposes indicated above, you have the right to:

- access your personal data;
- rectification of your personal data;
- erasure of your personal data (where applicable in a given case);
- restriction of the processing of your personal data;
- object to the processing of your personal data (where applicable in a given case).

Each request concerning the exercise of the above rights will be considered in accordance with the GDPR. In order to exercise the above rights, please contact the Data Protection Officer in the manner described above.

You also have the right to lodge a complaint with the President of the Personal Data Protection Office (Prezes Urzędu Ochrony Danych Osobowych).

Information on the obligation to provide data and the consequences of failure to provide them

The provision of personal data is voluntary. However, failure to provide the data marked as mandatory in the form will prevent participation in the recruitment and the Workshops. The provision of information on needs for support or accommodations is voluntary and does not affect the assessment of the application.