**INFORMATION ON THE PROCESSING OF PERSONAL DATA OF PARTICIPANTS OF THE ESSAY CONTEST DEVOTED TO THE EASTERN PARTNERSHIP BY THE MINISTRY OF FOREIGN AFFAIRS AND POSTS ABROAD**

The present information ensures compliance with the obligation laid down in Art. 13 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, hereinafter referred to as the “GDPR.”

1)    Within the meaning of Art. 4(7) of the GDPR, the controller of your personal data is the Minister of Foreign Affairs with his seat in Poland, Warsaw, Al. J. Ch. Szucha 23.

2)    A Data Protection Officer (DPO) was appointed at the MFA headquarters and in posts abroad.

The DPO’s contact details:

address of the seat: Al. J.Ch. Szucha 23, 00-580 Warszawa

e-mail address: iod@msz.gov.pl

3)     The personal data of the Participant of the contest are processed pursuant to Art. 6(1)(a) of the GDPR, i.e. with the consent of the data subject concerned, for the purposes of organising the essay Contest dedicated to the Eastern Partnership, including for the purposes of selecting the Laureates and awarding prizes, and for the purposes of promotion and informing about the Contest.

4)     The data have to be provided in order to be able to participate in the Contest and to award prizes.

5)     The personal data of Contest Participants will be processed until the end of the Contest and the handing of awards or until consent for further data processing by the data subject is withdrawn. The consent may be withdrawn at any time before the conclusion of the Contest by sending relevant information to the following address: dw.sekretariat@msz.gov.pl. Withdrawal of consent shall be understood as resignation from participation in the Contest. The data of the Contest Laureates shall be retained for archiving purposes for a period that is defined in the provisions of the Act on the National Archive Resources and Archives of 14 July 1983 (Journal of Laws of 2018, item 217, as amended) and in the regulations in force at the Ministry of Foreign Affairs and in posts abroad issued on its basis.

6) If the Contest Participant withdraws his/her consent for the processing of personal data, the documentation containing his/her personal data will be immediately destroyed.

7) The data of the Laureates may be disseminated by publishing them on the Contest organiser’s website.

8)    Only authorised employees of the Ministry of Foreign Affairs and posts abroad shall have access to the data. The data will be made available to members of the jury.

9) The data will not be transferred to third countries or international organisations.

10)     The data subject has the right to control the processing of data, as specified in Art. 15 and Art. 16 of the GDPR, specifically the right to access the contents of his/her data, and to rectify them, and as specified in Art. 17 and Art. 19 of the GDPR – the right to remove them or to restrict their processing, if applicable.

11) The personal data shall not be processed by automated means in a manner that could affect the process of making decisions capable of producing legal effects or otherwise create a significant impact. The data shall not be subject to profiling.

12) The data subject has the right to lodge a complaint with the supervisory authority at this address:

Prezes Urzędu Ochrony Danych Osobowych

(President of the Personal Data Protection Office)

ul. Stawki 2

00-193 Warsaw.