

Information on the processing of personal data – visiting staff

Pursuant to the Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of individuals 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 "GDPR", the University informs that:

1. The controller of your personal data will be the Nicolaus Copernicus University in Toruń with its registered office at ul. Gagarina 11, 87-100 Toruń (hereinafter referred to as CPD NCU).
2. Your data obtained in connection with the qualification for your visit under the Erasmus + program and handling of your visit will be processed for the following purposes:
 - a. pursuant to art. 6.1(b) GDPR – the performance of a contract, including:
 - performing administrative tasks with foreign universities / institutions related to the implementation of the visit,
 - preparing the required reports during and after completing the mobility, including the Mobility Tool + system,
 - surveys,
 - collecting visit documentation for a period of 8 years from signing an individual contract for the visit.
 - b. pursuant to art. 6.1(f) GDPR – legitimate interest of the CPD:
 - to establish, defend or pursue claims – for a period of limitation of claims, or for the duration of proceedings by competent authorities or courts in the event of pursuing claims, i.e. a period of 8 years,
 - for internal purposes of creating data set, analyses and statistics for a period of 8 years,
 - for the for the purposes of keeping records of incoming and outgoing correspondence - perpetually.
 - for the marketing of University's own products and services for a period of 8 years.
3. You are entitled to rights which we shall exercise following your request to:
 - a. request for access to personal data and subject to legal provisions: the right to rectify personal data,
 - b. erase or restrict data processing,
 - c. object to data processing,
 - d. transfer to another controller of personal data processed in IT systems.
4. You have the right to lodge a complaint with the President of the Office for the Protection of Personal Data.
5. Your personal data may be made available to public administration entities, courts, enforcement officers and entities with whom the CPD cooperates for purposes related to debt collection and legal services.
6. Personal data may be sent outside the European Union to partner universities.
7. In relation to you, there will be no activities involving making decisions in an automated manner, nor will they be subject to automated profiling.
8. If you want to contact the CPD in matters related to the processing of personal data, in particular in connection with filing the request for the exercise of rights, please contact us at the following e-mail address: abi@umk.pl or the correspondence address of the CPD with the note "IOD".