Statement

I, the undersigned ………………………………………, declare that I have read the following information regarding the processing of my personal data in connection with the participation in the public tender for the sale of a car belonging to the Embassy of the Republic of Poland in Tokyo, and I am aware of all my rights referred to in Articles 15, 16 and 18 of RODO.

 ……………………………………………………

 /date and signature/

**Information on the processing of personal data by the Embassy of the Republic of Poland in Tokyo**

This information complies with the obligation laid down in 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 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 'RODO'

1. The administrator, within the meaning of Article 4(7) of RODO, of your personal data is the Minister of Foreign Affairs with his registered office in Poland, in Warsaw, Al. J. Ch. Szucha 23, while the administrator's duties are performed by the Polish Ambassador to Tokyo, 2-13-5 Mita, Meguro-ku, 153-0062 Tokyo, Japan.
2. The Data Protection Inspector (DPI) has been appointed in the Ministry of Foreign Affairs and foreign missions.

Contact details of the DPO:

Headquarters address: Al. J. Ch. Szucha 23, 00-580 Warsaw

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

1. The data will be processed on the basis of Article 6 (1) (c) of the Council of Ministers' Regulation of April 4, 2017 on the detailed manner of management of certain assets of the Treasury (Journal of Laws 2017, item 729) in order to sell a car through a public tender.
2. Access to the data is available only to authorized employees of the Ministry of Foreign Affairs and the Polish Embassy in Tokyo, in particular members of the tender committee.
3. The data is protected under the provisions of RODO and may be made available to third parties only within the scope of applicable laws.
4. The data will not be transferred to an international organization. Only in the case of the successful tenderer will the data be transferred to the Japanese Ministry of Foreign Affairs.
5. Personal data of the tenderers will be processed until the tender is concluded and then archived. Personal data of the successful tenderer will only be archived once the administrative procedures at the Japanese Ministry of Foreign Affairs have been completed and the vehicle is released. In both cases, personal data will be archived in accordance with the provisions of the Act of 14 July 1983 on National Archival Resources and Archives (Journal of Laws of 2018, item 217) and the internal regulations of the Ministry of Foreign Affairs resulting from the provisions of the aforementioned Act.
6. The data subject has the rights to control the data processing, as defined in Article 15-16 of RODO, in particular the right to access and rectify the content of his/her data and in Article 18 of RODO, i.e. the right to limit the processing, if applicable.
7. Personal data will not be processed in an automated way, which will influence the decision making process that may produce legal effects or similarly significantly affect it. Data will not be profiled.
8. The subject has the right to lodge a complaint with the supervisory authority at the address:

The President of the Office for the Protection of Personal Data

Ul. Stawki 2

00-193 Warsaw