**Appendix 2 - RODO/GDPR Information**

**Affidavit**

I ………………………..…… ………….………………… hereby declare, that I have acquainted myself with the information on processing personal data in accordance with participation in the public tender for the sale of the vehicle belonging to the Embassy of the Republic of Poland in London, and I am aware of all my rights referred to in Articles 15-19 of the GDPR.

…………………………………………..

 /date and signature/

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

The present information ensures compliance 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 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 Article 4(7) of the GDPR, the controller of your personal data is the Minister of Foreign Affairs established in Poland, Warsaw, Al. J. Ch. Szucha 23, and the person carrying out the tasks of the controller is the Ambassador of the Republic of Poland in London.
2. The Data Protection Officer (DPO) was appointed at the MFA headquarters and in diplomatic missions abroad.

DPO contact details:

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

Email address: iod@msz.gov.pl

1. The data are processed on the basis of of Article 6 (1) of the GDPR, in accordance with § 17(1) of the Ordinance of the Council of Ministers of 21 October 2019 on the detailed management of certain assets of the State Treasury (Journal of Laws 2017, item 729) for the purpose of conducting the sale of a company car by public tender.
2. Providing data is voluntary but necessary for the controller to take actions a condition for concluding the contract. Failure to provide such data results in the inability to realise the public tender procedure.
3. Access to the data shall be restricted to authorised staff of the Ministry of Foreign Affairs and the Embassy of the Republic of Poland in London, in particular members of the tender committee.
4. Data is under the protection of the RODO provisions and may only be shared with third parties and third parties on the basis of the legal provisions in force.
5. Data will not be transferred to a third country or international organisation. Only in the case of the successful tenderer will data be transferred to the Ministry of Foreign Affairs of the State of the United Kingdom.
6. The personal data will be processed until the cessation of the abovementioned purpose of processing. Then data will be stored for archival purposes, in accordance with the provisions of the Act of 14 July 1983 on national archive resources and archives (Journal of Laws of 2020 item 164) and internal regulations of the Ministry of Foreign Affairs.
7. You have the right to control the processing of data as set out in Articles 15-19 of the GDPR, in particular the right of access, the right to rectification, the right to erasure and the right to restriction of processing.
8. The personal data will not be processed by automated means that will impact on making decision, where it produces legal effects concerning data subjects or similarly significantly affects them. The personal data will not be subject to profiling.
9. The data subject has the right to lodge a complaint with a supervisory authority at the following address:

President of the Personal Data Protection Office

2 Stawki Street, 00-193 Warsaw

(Prezes Urzędu Ochrony Danych Osobowych

ul. Stawki 2, 00-193 Warszawa)