

**Affidavit**

I ..... hereby declare, that I have acquainted myself with the information on processing personal data enshrined below.

.....  
/date and signature/

**Information on the processing of personal data**

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 (OJ L 119, 4.5.2016, p. 1 and OJ L 127, 23.5.2018, p. 2).

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 head of the Embassy of Poland established in New Delhi, India

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](mailto:iod@msz.gov.pl)

3. The data are processed on the basis of of Article 6 (1) of the GDPR, for the purpose of taking part in

4. Providing data is voluntary but necessary for the controller to take action is a condition for concluding the contract. Failure to provide such data results in the inability to realize the public tender procedure

5. 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.

6. Only authorized employees of the Ministry of Foreign Affairs and the diplomatic mission referred to in paragraph 1 have access to the data.

7. The data may be made accessible to third persons.

8. 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.

9. 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.

10. The data subject has the right to lodge a complaint with a supervisory authority at the following address:

Prezes Urzędu Ochrony Danych Osobowych  
ul. Stawki 2, 00-193 Warszawa

*President of the Personal Data Protection Office  
2 Stawki Street, 00-193 Warsaw*