**Information on the processing of personal data in relation to arranging the Foreign Minister’s honorary patronage or participation on an honorary committee**

This information ensures compliance with the obligation laid down in Articles 13 and 14 of the 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 (“GDPR”).

1. The controller, within the meaning of Article 4(7) of the GDPR, of the personal data is the Minister of Foreign Affairs seated in Poland, Warsaw, Al. J. Ch. Szucha 23, postcode 00-580, while the acting controller is the Director of the Minister’s Office.
2. The Data Protection Officer (DPO) has been appointed at the Ministry of Foreign Affairs (MFA) headquarters and in its diplomatic missions abroad.

DPO contact details:

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

email: iod@msz.gov.pl

1. The processing covers the following data of persons requesting the Foreign Minister’s honorary patronage:
2. Full name
3. Domicile or residence address
4. Telephone number
5. Email address
6. Coparticipant’s data: full name
7. The data listed under item 3 above are processed pursuant to Article 6(1)(e) of the GDPR, namely, insofar as the processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.
8. The personal data referred to under item 3 may be submitted by family members, plenipotentiaries, or other individuals submitting the request on behalf of the interested person.
9. The personal data will be processed until the purpose of processing specified under item 4 and in Article 6 is met, and then retained for archiving purposes pursuant to the provisions of the Act of 14 July 1983 on the National Archive Resources and Archives and its ensuing bylaws of the MFA.
10. Only the authorised employees of the MFA have access to the data.
11. The data of persons requesting the Foreign Minister’s honorary patronage or participation on an honorary committee are protected under the GDPR provisions and will not be made available to third parties unauthorised to access these data. They will not be transferred to a third country or an international organisation.
12. The data of persons awarded the Foreign Minister’s honorary patronage or participation on an honorary committee (i.e. their full name, name of the organiser, date and place of the event, name of the project) will be made public through publication on the MFA website.
13. The persons requesting the Foreign Minister’s honorary patronage or participation on an honorary committee have the right to control the processing of personal data as specified in Articles 15–16 and 18–19 and Article 21 of the GDPR, in particular the right to access and rectify their personal data.
14. The personal data will not be processed by automated means and will not be subject to profiling.
15. The data subject has the right to lodge a complaint with the supervisory authority at the following address:   
    President of the Personal Data Protection Office

ul. Stawki 2

00-193 Warsaw