

This document has been prepared in accordance with 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 the repeal of Directive 95/46 / EC - called "RODO".

GENERAL INFORMATION

The administrator of personal data of users of the Main Library of the Maritime University of Szczecin is the Maritime University of Szczecin at: Wały Chrobrego 1-2, 70-500 Szczecin, tel. (91) 48 09 400, pm@pm.szczecin.pl

In any matter regarding the processing of personal data you can contact the Data Protection Inspector via e-mail: iod@pm.szczecin.pl

LEGAL BASIS AND PROCESSING PURPOSE

Your personal data is processed on the basis of:

1. Art. 6 paragraph 1 (c) RODO in conjunction from Art. 49 paragraphs 2 and 3 of the Act of 20 July 2018. The Law on Higher Education and Science in order to implement the statutory tasks of the Main Library;
2. Art. 6 paragraph 1 (c) RODO in conjunction from Art. 4 paragraph 1 of the Act of 27 June 1997 on libraries in order to collect, process, store and protect library materials, provide users with access to collections and conduct information activities, inform about own collections, other libraries, museums and scientific information centers, as well as cooperate with archives in this area;
3. Art. 6 paragraph 1 (b) RODO, in order to pursue possible claims;
4. Art. 6 paragraph 1 (a) RODO to respond to messages directed to the Administrator via e-mail.

The data processed by the Administrator are: name, surname, pesel, address, telephone number, e-mail address, student's credit book number, type and status of the reader (type of studies, year of study, major). Providing personal data is voluntary, but necessary for registration at the Main Library of the Maritime University of Szczecin and using its and services.

In the interest of security of the data entrusted to us, we have developed internal procedures and recommendations to prevent unauthorized access to the data. We control their execution and constantly check their compliance with the relevant legal acts. We take care of technical and organizational safeguards to protect your personal data being in our possession from unauthorized disclosure, unauthorized use, alteration and destruction.

PASSING PERSONAL DATA TO OTHER RECIPIENTS

Recipients of your personal data may be entities which, on the basis of relevant agreements signed with the Maritime University of Szczecin, process personal data and entities to which data must be made available on the basis of legal provisions.

PASSING OF PERSONAL DATA TO THIRD COUNTRIES

Your personal data is not passed to third countries.

PROFILING

Your data will not be used for automated decision making, including profiling referred to in Art. 22 RODO.

PERIOD OF STORING PERSONAL DATA

Your data will be processed during the period of using library resources, and then for the period required by law to collect and store archival materials and non-archival documentation, including in particular until the claims are time-barred. In the case of data processed on the basis of consent, the processing will take place until the consent is withdrawn or the statement that the data is out of date.

YOUR RIGHTS

You have the right to access your data and the right to rectify it, delete it ("the right to be forgotten"), restricting of the processing, the right to data transfer, the right to lodge an objection, the right to withdraw consent at any time without affecting the lawfulness of processing, which was made on the basis of consent before its withdrawal - on the principles determined in Art.16-21 RODO.

You can use these rights by submitting a written application to the Data Protection Inspector at the following address:

Maritime University of Szczecin

Data Protection Inspector

Wały Chrobrego 1-2

70-500 Szczecin

or e-mail: iod@pm.szczecin.pl

When you believe that the processing of your personal data violates the provisions of the RODO, you have the right to lodge a complaint with the supervisory body, which is the President of the Office for Personal Data Protection.