

**INFORMATION ON THE RAILWAY RESEARCH INSTITUTE'S (INSTYTUT KOLEJNICTWA)
PROCESSING OF NATURAL PERSONS' DATA
OBTAINED FROM AN EXTERNAL CONTRACTOR
IN CONNECTION WITH THE CONCLUSION OF A CIVIL-LAW CONTRACT**

1. The Railway Research Institute (Instytut Kolejnictwa) with its head office in Warsaw, ul. J. Chłopickiego 50, 04-275 Warszawa, is Data Protection Controller in the meaning 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 (General Data Protection Regulation), (OJ EU L no. 119 of 4 May, 2016), further called "GDPR", in reference to personal data of natural persons identified by the other party, as contact persons and other persons responsible for the performance of the contract.
2. The Railway Research Institute declares that it has established a Data Protection Officer. Contact details of the Railway Research Institute's Data Protection Officer: e-mail: iod@ikolej.pl; tel.: + 48 22 47-31-417.
3. Personal data in respect of the persons referred to in point 1) shall be processed by the Railway Research Institute on the basis of Art. 6 item 1 letter b) and f) of GDPR solely for the purpose and to the extent necessary for the performance of the Data Protection Controller's tasks related to the implementation of the contract.
4. Personal data in respect of the persons referred to in point 1) shall not be transferred to third parties, unless it is necessary for the performance of the contract.
5. Personal data in respect of the persons referred to in point 1) shall not be transferred to a third country or an international organization in the meaning of GDPR.
6. Personal data in respect of the persons referred to in point 1) shall be processed during the performance of the contract and for a period of 6 years from the end of the calendar year in which the contract is completed, unless a longer time of processing is necessary, for instance for archiving purposes, seeking redress or other obligations required by the current legislation.
7. Persons referred to in point 1) are entitled to demand from the Data Protection Controller access to their personal data, their rectification, erasure and restriction of processing or objection to the processing of any data relating to them, as well as have a right to data portability.
8. Persons referred to in point 1) with regard to the processing of their personal data shall have the right to lodge a complaint to the supervisory authority - the President of the Office for Personal Data Protection.
9. The provision of personal data, referred to in point 1) was required for the conclusion or performance of the contract. Making a claim to erase or restrict data processing may result in (at the Railway Research Institute's choice) the setting aside of the contract due to the other party's fault. Making a claim by the afore-mentioned natural person, as in the second sentence, results in the obligation of the other party to indicate immediately another person to replace him or her.
10. Basing on the personal data of persons referred to in point 1), the Railway Research Institute shall not make automated decisions, including decisions as a result of profiling in the meaning of GDPR.