

## Information about processing of personal data

### 1. Personal Data Administrator

- The administrator of personal data is the Częstochowa University of Technology with headquarters 42-201 Częstochowa, J. H. Dąbrowskiego Street 69, e-mail: [rektor@pcz.pl](mailto:rektor@pcz.pl).
- The administrator has appointed a data protection officer who can be contacted by e-mail: [iodo@pcz.pl](mailto:iodo@pcz.pl) or by letter to the Administrator's address in all matters relating to the processing of personal data, including your rights.

### 2. Purposes and legal grounds for the processing of personal data

- The administrator processes the data in order to organize and document the on-line seminar "CCS-CCU technology for carbon footprint reduction using bio-adsorbents", organized as part of the BIOCO2 project.
- The personal data required for seminar registration are provided voluntarily, but the consequence of not providing the data will be the inability to participate in the seminar.
- The legal basis for data processing is the registration of participation in the seminar, Article 6 (1) (b) of the GDPR and Article 6 (1) (a) of the GDPR, i.e. consent to share the image and other data provided voluntarily, which are required for registration.
- The administrator informs that the seminar is conducted on-site and on-line on the Microsoft Teams platform, which has its own Privacy Policy.
- The administrator informs that if you do not want to share your image during the seminar, you should turn off the camera in the device that you use during online transmission. Turning on the camera is tantamount to consent to make the image public.

### 3. Data processed during the seminar

- The administrator collects and processes ordinary personal data (user data), i.e. name, surname, e-mail address, place of work / study and image, if it was recorded during the event. The data is transferred directly from the data subject during registration, as well as independently provided by the person during participation in the real-time transmission (displayed name, surname, image).
- The administrator also processes content sent by users, i.e. conversations (sound / voice, image), chats, files.

### 4. Recipients of personal data

The recipients of personal data are the Participants taking part in the event. Recipients of personal data may also be entities authorized under the law or contracts concluded by the Administrator related to the implementation of this seminar.

### 5. Data transfer to a third country

The administrator does not plan to transfer personal data to third countries (outside the European Economic Area) or international organizations.

### 6. The period of personal data processing and storage

Your personal data will be stored for the period resulting from the archiving regulations applicable to the Administrator.

### 7. Rights of the data subject

Pursuant to the principles set out in the GDPR, you have the right to request the Administrator to access your personal data, correct it, update it, rectify it, delete it or limit processing, as well as object to processing. In the case of data processed on the basis of consent, you have the right to withdraw your consent at any time, without affecting the lawfulness of the processing which was carried out on the basis of consent before its withdrawal. The person whose data is processed also has the right to lodge a complaint with the supervisory authority. In Poland, such a body is the President of the Personal Data Protection Office.