

Information clause concerning letters and messages

In line with Article 13 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), hereinafter referred to as GDPR, we inform that:

1. The controller of personal data is: The KL Plaszow Memorial Museum in Kraków. The German Nazi Labour and Concentration Camp (1942–1945) (in organization), ul. Rynek Główny 35, 31-011 Kraków.
2. The data protection officer is available by email at iod@plaszow.org or at the Controller's mailing address.
3. The processing of personal data is necessary to comply with the legal obligation to which the controller is subject towards those who send correspondence to the controller; under Article 6(1)(b) - for the purposes of contract execution, Article 6(1)(c) - for the purposes of meeting legal regulations, Article 6(1)(e) - for the purposes of performing public and statutory tasks, Article 6(1)(f) - for the purposes of pursuing legitimate interests of the controller and exercising, or defending against, legal claims.
4. The personal data will be transferred to data processors, entities authorized to receive data by operation of law, and authorized employees assigned to answer the letters and messages received.
5. The personal details are processed until all tasks related to the purpose of processing are completed as defined in the correspondence, and may be kept for a period necessary to achieve that purpose or until expiry of claims related to the purpose under the statutes of limitation, or in line with internal regulations adopted by the controller.
6. The data subject has the right of access to his or her personal data under Article 15 of the Regulation, the right of data rectification under Article 16 of the Regulation, the right to demand data erasure or restriction of processing under Articles 17 and 18 of the

Regulation, the right to object to data processing under Article 21 of the Regulation, the right to data portability under Article 20 of the Regulation. If the processing of personal data is based on the consent given by the data subject, the consent may be withdrawn (cancelled) at any time without affecting the lawfulness of processing based on consent before its withdrawal.

7. The data subject has the right to lodge complaints with the President of the Office for Personal Data Protection (ul. Stawki 2, 00-193 Warszawa), if the processing of his or her personal data is inconsistent with the GDPR in his or her opinion..
8. The provision of personal data is voluntary, but necessary to enable the data controller to answer the letters and messages received. Failure to give personal data prevents answering letters and messages addressed to the data controller.
9. The data controller does not plan automated decision-making in the matters of data subjects. The data will not be profiled.
10. The data controller will not transfer the data to a third country or international organization, except in justified cases, e.g. for the purposes of fulfilling obligations imposed by international agreements or EU regulations.