

Information notice for individuals whose personal data is processed in connection with the recruitment process

Pursuant to Article 13(1) and (2) 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, known as the 'GDPR', we hereby inform you that:

1. The data controller is European Grouping of Territorial Cooperation Limited Euroregion Baltic, 1 Emilii Plater Street, 10-562 Olsztyn, Poland, entered in the Register of European Groupings of Territorial Cooperation (entry no. 7) by decision of the Minister of Foreign Affairs DKS.626.1.2025/15. (Europejskie Ugrupowanie Współpracy Terytorialnej z ograniczoną odpowiedzialnością Euroregion Bałtyk, ul Emilii Plater 1, 10-562 Olsztyn, wpisane do Rejestru Europejskich Ugrupowań Współpracy Terytorialnej (wpis nr 7) decyzją Ministra Spraw Zagranicznych DKS.626.1.2025/15).

2. The controller processes personal data provided during the application process for the purposes of recruitment and potential employment, pursuant to Article 221 of the Polish Labour Code ("Kodeks Pracy") and Article 6(1)(c) of the GDPR (compliance with a legal obligation to which the controller is subject), as well as Article 6(1)(b) of the GDPR (processing necessary for taking steps at the request of a natural person prior to entering into a contract).

3. In connection with the processing of data for the purposes specified in point 2, the recipients of personal data may be:

-public authorities and entities performing public tasks or acting on behalf of public authorities, to the extent and for the purposes arising from generally applicable law,

-other entities which, on the basis of relevant agreements, including data processing agreements, provide services to the Controller, as well as authorised parties to proceedings, including their representatives.

4. Personal data will be stored for the period necessary to fulfil the purposes set out in point 2 and may also be stored for the period necessary to establish, pursue or defend any claims. If the candidate is hired, the data will be transferred to the employee's personal data file and stored in accordance with the applicable regulations on the retention of personnel records.

5. In connection with the processing of personal data, the data subject has the following rights: the right to access personal data, to request rectification, erasure, restriction of processing, data portability, to object to processing, and to withdraw consent at any time if consent was the basis for processing. The exercise of the above rights is subject to the conditions set out in the GDPR.

6. If the data subject becomes aware of unlawful processing of personal data by the data controller, they have the right to lodge a complaint with the President of the Office for Personal Data Protection (Prezes Urzędu Ochrony Danych Osobowych) www.uodo.gov.pl.

7. Although the provision of personal data is voluntary, it is necessary for the recruitment process.