

Privacy policy

With regard to RODO, the Regulation (EU) R2016/679 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), in force since 25 May 2018, we inform you about our Privacy Policy.

This document constitutes implementation of the Administrator's information policy in relation to users of the Coopernicus.pl platform (hereinafter the "Platform"), the coopernicus.pl website (hereinafter the "Website") and other persons entering into contact with the Administrator, in all aspects of personal data processing and protection. We attach great importance to the protection, collection, processing and use of your personal data in accordance with current legislation.

The Administrator makes every effort to keep the information concerning you private. Therefore, we are publishing a document that explains the policy and how we collect, process and use information about users of the Website and Platform and others whose personal data we process. Please read the document carefully to understand our privacy policy and how we use your personal information.

1. Information on the Administrator and the collection of personal data

1.1 Administrator of the Platform and the Website and the Administrator of your personal data within the meaning of Article 4(7) of the 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 (hereinafter the Regulation) is Our Future Foundation with its registered office in Gdynia (81-512), at ul. Inżynierska 4, holding Tax Identification Number (NIP) 5862352018, Business Identification Number (REGON), 385158300, entered in the register of associations, other social and professional organisations, foundations and independent public health care facilities of the National Court Register under number 0000819607, whose registration files are located in the District Court Gdańsk-Północ in Gdańsk, VIII Economic Division of the National Court Register, e-mail address: biuro@off.org.pl.

1.2 The Administrator processes the personal data you provide for the purposes necessary to:

- a. Use of the Website and the proper functioning of the Website,
- b. contact you through the Website or otherwise, communications, including the sending of commercial information, use of contact forms, if any (including to ask questions and to cooperate with you),
- c. concluding and performing a contract, including contracts for electronically supplied services,
- d. performance of contracts on the Website and concerning the Platform,
- e. enable the transmission of information on the progress of work on the Platform,
- f. the creation of an account on the Platform once it has been activated, the use of the Platform, the correct functioning of the Platform,
- g. gathering information on the scientific and business activities of Poles in the country and abroad,

- h. your use of the opportunity to do business with the Administrator or services of the Administrator,
- i. accounting and financial reporting, recovery of claims,
- j. for marketing and analytical purposes.

1.3. For these purposes, the Administrator collects your personal data such as: name and surname, e-mail address, login, nickname, telephone, company name, type of business, university, institution, profile on LinkedIn, specified website, area of company activities and other personal data provided in the course of contact z Administrator or in the course of using the Service or the Platform, including data provided through the contact form and in the process of registration on the Platform, as well as personal data collected through cookies, processed data allowing the identification of the device you are using for the purposes of the websites and mobile applications offered by the Administrator, such as the IP address and MAC identifier.

1.4 If a contract is concluded, the provision of personal data is necessary for the execution of the contract, which also applies to the contract for the provision of electronic services, the creation of an account if such functionality is available, the use of contact forms, etc.

1.5. Where processing is optional, data will be processed on the basis of consent, which shall result from the content of the consent given. Data may also be processed on the basis of the legitimate interest of the Administrator. The extent of the data processed depends in particular on the form filled in and the service you are using.

1.6. Completion of the registration form signifies consent to the creation of an account using the data provided on the coopernicus.pl platform and subsequent versions thereof. In the course of registration, there is an option to express consent to the processing of personal data.

1.7. The data provided will be made available to the Administrator in order to enable the creation of an account and to have a public profile on the Platform, which the user agrees to by filling in the form.

1.8. The Website and the Platform perform functions to obtain information and personal data about users and their behaviour also by storing cookies (so-called "cookies") in terminal devices.

1.9. Processing takes place on the basis of:

a) Article 6(1)(b) of the Regulation - as regards personal data necessary for the performance of the contract, as well as personal data provided by you in order to take pre-contractual action at your request, e.g. for pre-contractual contact, answering questions, communication, etc.

b) Article 6(1)(c) of the Regulation - with regard to personal data whose processing is necessary for compliance with a legal obligation to which the Administrator is subject, e.g. for the purposes of issuing invoices, as well as for accounting and financial reporting purposes

c) Article 6(1)(f) of the Regulation - with regard to personal data the processing of which is necessary for purposes resulting from the legitimate interests pursued by the Administrator, i.e. for the purposes of sending commercial information, direct

marketing, detecting and preventing fraud, assessing the reliability of payment, statistical analyses, as well as the pursuit of claims or the defence against claims.

d) Article 6(1)(a) of the Regulation - in the event of consent, where processing is optional.

1.10. The Administrator also uses the information contained in cookies to improve the functioning of the Website and the Platform. They provide data on user activity on the Website. The use of cookies is based on your consent. You can disable cookies at any time by changing the settings in your browser. The rules of use are specified in the Cookies Policy.

1.11. With regard to your personal data, the Administrator does not make automated decisions, decisions resulting from automated processing, including profiling within the meaning of the Regulation.

1.12. The Administrator shall retain your personal data only for the period necessary for the performance of the contract, including the assertion of claims and compliance with the requirements of applicable legislation, including tax legislation, as well as for the time necessary for the other purposes of processing indicated in this Privacy Policy. In the case of personal data processed on the basis of your consent, the Administrator shall keep the personal data provided for the period necessary for the purpose of the processing or until the consent is withdrawn. After these periods, your personal data will be deleted.

2. Rights of the data subject

2.1 You have the right to obtain from the Administrator confirmation as to whether or not the Administrator is processing your personal data, the right to request access to such data and the right to obtain from the Administrator information on the purposes of the processing and the categories of personal data processed, information on the recipients or categories of recipients to whom the personal data are disclosed, the intended period of storage of the personal data, the source of the data in case they have not been collected from the data subject, and information on whether the Administrator makes automated decisions with regard to the data subject, including, among others, on the basis of profiling. You also have the right to obtain a copy of the data.

2.2 In addition, you have the right to request rectification of personal data, the right to request erasure of personal data, the right to request restriction of processing, the right to data portability and the right to object to processing. You may exercise these rights:

2.2.1 with regard to the request for rectification: where your data are incorrect or incomplete;

2.2.2 with regard to the request for erasure of data: when your data will no longer be necessary for the purposes for which they were collected by the Administrator; you withdraw your consent to data processing; you object to the processing of your data; your data will be processed unlawfully; the data should be erased in order to comply with an obligation arising from a legal provision or the data were collected in relation to the offering of information society services;

2.2.3 concerning a request for restriction of data processing: if your data are incorrect - you can request restriction of their processing for a period allowing the Administrator to verify their correctness; the processing of your data is unlawful but you do not want it to be deleted; your data will no longer be necessary for the Administrator, but you will need it to establish, assert or defend your claims; or you have objected to the processing of your data - until it is established whether the Administrator's legitimate grounds for the objection prevail over the grounds for the objection;

2.2.4 with regard to a request for data portability: where the processing of your data is based on your consent or on a contract and where the processing is carried out by automated means;

2.2.5 with regard to the right to object: where the processing of your personal data is based on a legitimate interest and the objection is justified on the grounds of your particular situation, and where your personal data is processed for the purposes of direct marketing, including profiling.

2.3 You also have the right to lodge a complaint with a supervisory authority if you believe that the processing of your personal data infringes the provisions of the Regulation. In Poland, the supervisory authority is the President of the Office for Personal Data Protection (ul. Stawki 2, 00-193 Warsaw).

2.4 The security procedures in place mean that we may ask for proof of identity before exercising your rights.

3. Consent to processing of personal data

3.1 Where data processing is optional, e.g. if the Administrator processes personal data which are not necessary for the performance of a service or a contract, the provision of such data by you always takes place voluntarily, after you have given your consent to the processing of the data provided.

3.2 Consent is given after you have read this Privacy Policy. In this case, you consent to the collection and processing by the Administrator of the personal data you have provided for the purpose expressly indicated when giving your consent, in the manner specified within the consent, e.g. afterby ticking the appropriate box.

3.3 You may withdraw your consent at any time, in particular by sending the Administrator a statement of withdrawal of consent in the manner indicated in section 6 of this Privacy Policy.

3.4 Withdrawal of consent does not affect the lawfulness of processing carried out on the basis of consent before its withdrawal.

4. Information on recipients/categories of recipients of personal data

4.1 The Administrator may also make partial use of external service providers who process personal data on behalf of the Administrator, e.g. hosting providers, e-mail service providers, entities technically implementing certain services, administrators of the Platform - for example, payment processing services, ensuring maintenance of the servers, ensuring technical maintenance of the Platform or other entities with whom the Administrator cooperates in this regard, which in particular refers to the

Administrator's staff and subcontractors and entities providing services to the Administrator. The transfer of data, however, may only serve to provide their service. The Administrator shall only use the services of such entities that provide sufficient guarantees for the protection of the rights of the data subjects. If the subjects are not independent controllers or do not act on the basis of authorisations within the Administrator's structure, the processing of personal data by those subjects takes place on the basis of written agreements concluded with the Administrator. These entities follow the Administrator's guidelines and are subject to audits conducted by the Administrator.

4.2 The recipients of the data may be entities cooperating with the Administrator for the purpose of submitting a job offer or participation in the Administrator's projects. Authorized authorities, including state authorities, may also be recipients of the data upon request.

4.3 The Administrator also operates a fan page on the Facebook website. As a result, data in the form of name and surname may be collected and then made available to the Facebook service operator, and in this case the data processing is carried out for the purposes of using the Administrator's website on Facebook and marketing with the help of Facebook. The Administrator owns and can own accounts in other social services, so the personal data can be transferred to the operators of these services to the extent necessary to use the Administrator's page in these services. The rules of data processing referred to in this point, including data collected via cookies, also apply to other social networking sites used by the Administrator.

4.4 Your data As a rule, your data will not be transferred outside the EEA. Exceptionally, however, in connection with the Administrator's use of the services of certain entities, data may be transferred outside the EEA, but only with a guarantee that an appropriate level of protection, e.g. resulting from standard contractual clauses approved by the European Commission, is ensured.

5. Security of personal data

5.1 The controller shall process your personal data in accordance with the provisions of the Regulation, including the use of appropriate technical and organisational measures to ensure the security and appropriate confidentiality and integrity of your personal data, including protection against unauthorised access, unauthorised modification, disclosure or destruction of such data.

5.2 We ensure appropriate technical and organisational measures to ensure the security of personal data provided electronically and in writing, in particular to prevent access by third parties or processing in violation of the law, to prevent data loss, damage or destruction.

6. Contact details. Final provisions.

6.1 It is your responsibility to read this Privacy Policy before using the Website.

6.2 This Privacy Policy does not govern the display of third-party advertisements on the website - in this regard, we recommend that you review the privacy policies of the third party sharing advertisements.

6.3 The administrator shall have the right to at any time to amend this Privacy Policy by posting a new or amended version of this document on the Website. The Administrator shall also have full right to make changes to the Website at any time, cease providing the Website, sell the Website to third parties.

6.4 All requests, demands, notifications, enquiries relating to the processing of personal data can be sent by e-mail to: biuro@off.org.pl in writing to the following address: Our Future Foundation with its registered office in Gdynia, at 4th Inżynierska Street, Gdynia 82-512

As at 01 VII 2022