



## NOTICE ON PERSONAL DATA PROCESSING (BASED ON APPLICABLE LAW)

Your personal data will be processed by us to handle your matters at the Warsaw City Office. The data might be processed automatically but will not be used for data profiling.

### Who manages your data

- The Controller of your personal data to be processed by the Warsaw City Office is the **Mayor of Warsaw with their office in Warsaw (00-950), Pl. Bankowy 3/5.**
- If you have any questions concerning the methods and extent of your personal data processing by the Warsaw City Office, or your rights, you may contact the Data Protection Officer in the Warsaw City Office by writing to [iod@um.warszawa.pl](mailto:iod@um.warszawa.pl)

### Why your data needs to be processed

- This is required under a specific law, i.e. **the Traffic Law of 20 June 1997** or is required for the performance of a task carried out in the public interest or in the exercise of official authority.
- Your personal data is processed to **register a vehicle and keep relevant records.**
- You are required to provide your personal data. If you don't do that, we will not be able to handle your matter.<sup>1</sup>

### How long your data will be stored

Your personal data will be stored for a period required by the law, i.e. **for the time necessary to handle your matter.** After that time, your records will be archived.

### Who can access your data Your personal data might

#### be provided to

- a) parties hired by the Controller for personal data processing, and in particular
  - parties who provide the Warsaw City Office with IT or postal services
  - **Polska Wytwórnia Papierów Wartościowych S.A**
- b) *public bodies or other parties which the Controller may legally provide with access to your personal data*

### What are your rights in relation to the processing of your personal data

- You have the right to

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<sup>1</sup> Unless some specific legislation provides otherwise.

1. access your personal data, including the right to be provided with copies of such data
  2. request that your personal data be rectified (corrected)
  3. have your personal data erased (known as the right to be forgotten) in cases where
    - your personal data is no longer necessary for the purposes for which the data were collected or otherwise processed
    - there is no legal basis for the processing of your personal data
    - you have objected against such processing, and there is no overriding legal justification for such processing
    - your personal data have been processed unlawfully,
    - your personal data have to be erased for compliance with a legal obligation
  4. request that the processing of your personal data be limited
  5. to object to the processing of your data – provided that all of the following conditions are met
    - there are reasons specific to your extraordinary circumstances
    - data are processed to complete a specific task carried out in the public interest or in the exercise of official authority by the Controller, except for situations in which the Controller is able to demonstrate compelling legitimate grounds for the processing which override the interests, rights and freedoms of the data subject or for the establishment, exercise or defence of legal claims
  6. make a complaint to the President of the Personal Data Protection Office (PUODO)<sup>2</sup> , should you discover that the Warsaw City Office has unlawfully processed your personal data.
- You do not have the right to data portability.

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<sup>2</sup> Ul. Stawki 2, 00-193 Warszawa, helpline: 606-950-000.