**DECLARATION OF CONSENT FOR PROCESSING OF PERSONAL DATA FOR RECRUITMENT PURPOSES**

 I consent\* for my personal data to be processed by the Mammal Research Institute Polish Academy of Sciences in Białowieża for the purposes necessary for the recruitment process.

 I consent\* for my personal data to be processed by the Mammal Research Institute Polish Academy of Science in Białowieża for the purposes necessary for the future recruitment processes within 1 year.

 I consent\* for my personal data to be processed by the Mammal Research Institute Polish Academy of Sciences in Białowieża for the purposes of the recruitment process (required if the data provided include special categories of data referred to in Article 9 (1) of the General Data Protection Regulation (GDPR).

 I confirm that I read the GDPR information clause concerning the recruitment process held by Mammal Research Institute Polish Academy of Sciences in Białowieża.

\* Please, mark the appropriate check box

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 Place, date signature

**GDPR information clause**

**for candidates applying for employment**

As of 25 May 2018, 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) (OJ EU. L of 4 May 2016, No. 119, p. 1), the so-called GDPR, which concerns the handling of personal data, including the personal data of applicants, entered into force.

Therefore, pursuant to Article 13(1) and (2) of the GDPR, we inform you that:

1. The Administrator of your personal data is the Mammal Research Institute of the Polish Academy of Sciences in Białowieża, ul. Stoczek 1, 17-230 Białowieża, e-mail address: mripas@ibs.bialowieza.pl , tel.85 682 77 50.
2. Any questions concerning the manner and scope of processing of your personal data and your rights under GDPR can be addressed to the designated Data Protection Officer at e-mail address: iod@ibs.bialowieza.pl or by writing to the registered office address indicated in point 1 above with the reference "Data Protection Officer".
3. Your personal data, to the extent indicated in the provisions of the Labour Law, will be processed in order to conduct the current recruitment procedure, while other data on the basis of consent, which can be revoked at any time - Article 22 of the Act of 26 June 1974 Labour Code and §1 of the Regulation of the Minister of Labour and Social Policy of 28 May 1996 on the scope of keeping records by employers in matters relating to the employment relationship and the manner of keeping employee personal files; Article 6.1.a), b) GDPR.
4. If the documents contain data referred to in Article 9(1) of the GDPR we will need your consent to their processing, which can be revoked at any time in accordance with Article 9(2)(a) of the GDPR.
5. Your data collected during the current recruitment process will be stored until the end of the recruitment process and then destroyed in a way that makes it impossible to read them. In the case of your consent to the use of your personal data for future recruitment, your data will be used for one year.
6. You have the right to access your personal data and receive a copy of it, the right to rectify (amend) it, the right to delete it, to request restriction of processing or to object to further processing as well as the right to lodge a complaint to the President of the Personal Data Protection Office (2 Stawki Str., 00-193 Warsaw).
7. Providing personal data in the scope resulting from Article 221 of the Labour Code is necessary to participate in the recruitment procedure. Providing other data is voluntary.
8. Recipients of your personal data may be employees and associates of the Administrator authorized to participate in the recruitment process, as well as entities operating IT systems on the basis of concluded agreements, and your personal data may also be made available to entities authorized under superior provisions of law, if they make a request for access to them.
9. Your personal data will not be used for automated decision making and will not be profiled.