**Notification on the processing of personal data in connection with the use of video monitoring**

Pursuant to Art. 13 sec. 1 and sec. 2 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (general regulation on the protection of data) (Journal of Laws UE L 119 of 04.05.2016, page 1, amended Journal of Laws UE L 2018 No. 127, item 2), hereinafter referred to as the GDPR, I would like to inform you that:

1. The administrator of your personal data is the President of the Central Office of Measures.

Contact with the data administrator:

* by phone: (22) 581 93 99
* by e-mail: [gum@gum.gov.pl](mailto:gum@gum.gov.pl)
* by writing to: Central Office of Measures, ul. Elektoralna 2, 00-139 Warsaw

2. You can contact the Data Protection Officer:

* by phone: (22) 581 94 30
* by e-mail: [iod@gum.gov.pl](mailto:iod@gum.gov.pl)
* by writing to: Data Protection Inspector, Central Office of Measures, ul. Elektoralna 2, 00-139 Warsaw.

3. Your personal data in the form of image, special features and/or identification numbers, registered with the cameras of the video monitoring system, will be processed in order to protect property, ensure the safety of employees and keep confidential information, the disclosure of which could expose the data administrator to damage.

4. The legal basis for processing is Art. 6 sec. 1 e) the general regulation on data protection (GDPR) - processing is necessary to perform a task carried out in the public interest or as part of the exercise of official authority entrusted to the administrator.

5. The monitoring covers the building of the Central Office of Measures and the area around the Office, including the section of ulica Elektoralna adjacent to the Office building.

6. Monitoring records are kept for a period of 30 days from the date of registration, and then they are automatically overwritten. If the recordings constitute evidence in proceedings conducted pursuant to the law, they will be secured and stored until the final conclusion of the proceedings in which they constituted evidence, and then they will be destroyed.

7. Access to your personal data is available to employees of an external service provider that provides the Data Administrator with the GUM protection service and to persons providing maintenance services. The data may be made available to entities authorized under the law, upon a written, motivated request.

8. Your personal data will not be transferred to countries outside the European Economic Area or to international organizations.

9. You have the following rights:

* the right to access your data and receive their copy - in accordance with art. 15 GDPR
* the right to rectify (correct) your data if it is incorrect or out of date - in accordance with art. 16 GDPR
* the right to object - in accordance with art. 21 GDPR

10. If you receive information that the processing of your personal data at the Central Office of Measures violates the provisions of the General Data Protection Regulation (GDPR), you have the right to submit a complaint to the President of the Office for Personal Data Protection, at the following address: ul. Stawki 2, 00-193 Warsaw.

11. Providing your personal data is voluntary, but the consequence of not providing them is lack of permission to enter and stay on the premises of the Central Office of Measures.

12. Your data will not be used to make decisions in an automated manner and will not be subject to profiling.