# Information regarding the processing of personal data

In accordance with art. 13 of the European Parliament and Council Regulation (EU) 2016/679 of 27 April 2016 concerning the protection of individuals in connection with the processing of personal data and the free flow of such data as well as the repeal of Directive 95/46/EC (general regulation concerning data protection) (Journal of Laws EU L 119 of 04.05.2016, page 1 with later amendments), hereinafter referred to as “GDPR”), the National Archives in Krakow informs that:

1. The administrator of your data is the National Archives in Krakow, 31-510 Krakow, 22E Rakowicka Street.
2. For matters connected with the processing of personal data and the use of rights connected with data processing, please contact the Data Protection Officer in the National Archives in Krakow - e-mail: [iod@ank.gov.pl](mailto:iod@ank.gov.pl), tel.: 12 370 56 31.
3. Your personal data will be processed in order to carry out the agreement concerning the publication of the submitted scientific paper or to take steps before it is entered into (based on art. 6.1b of GDPR), as well as to fulfil the legal duties of the Administrator (art. 6.1c of GDPR).
4. Submitting personal data is voluntary, however, it is one of the conditions for a paper to be published in “Krakowski Rocznik Archiwalny”. The refusal to submit such data will result in the paper not being accepted for publication.
5. Your personal data will be available in the editing process to: employees and co-workers of the Administrator (including editors and proofreaders), bodies processing and performing tasks on behalf of the Administrator based on the agreement, as well as institutions entitled to receive the data based on legal regulations.
6. Your personal data will be transferred to other countries/international organisations on the basis of agreements concerning scientific databases.
7. Your personal data will be processed for a period necessary for the performance of all tasks connected with the objective of processing, as well as the period of document storage as defined in the regulation applicable for state archives in Poland, in accordance with the statutory regulations in this field.
8. You have the right to demand access to the personal data, to correct, remove or restrict the processing, as well as to object to its processing, subject to the restrictions of such rights connected with the Administrator being compliant with the law by processing your personal data. If the processing takes place with your consent, you have the right to withdraw that consent, without affecting the right of processing conducted on its basis before its withdrawal.
9. You can send your withdrawal of consent for personal data processing by e-mail to: [iod@ank.gov.pl](mailto:iod@ank.gov.pl), or by mail to: the National Archives in Krakow, 31-510 Krakow, 22E Rakowicka Street, or in person at the headquarters of the National Archives in Krakow at 22E Rakowicka Street, Krakow. The withdrawal of consent for personal data processing will result in the publication being limited or not possible.
10. You have the right to make a complaint to the head of the Personal Data Protection Office.
11. The data you provide will not be subject to profiling.

I confirm that I have read and accept the above-mentioned information.

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city/town/village, date legible signature of the Author