



PRIVACY NOTICE

regarding the processing of personal data of participants of ESA ScyLight Industry Day in Poland

Pursuant to Article 13(1) and (2) of 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, hereinafter "GDPR"), we hereby inform you that:

1. Data controller

The controller of your personal data is the **Polish Space Agency (POLSA)**, with its registered office in Gdańsk, ul. Trzy Lipy 3, 80-172 Gdańsk, Poland (hereinafter "POLSA"). You may contact the controller:

- by telephone: +48 22 380 15 50,
- by e-mail: sekretariat@polsa.gov.pl,
- in writing at the registered office address.

2. Data Protection Officer

The controller has appointed a Data Protection Officer (DPO). The DPO may be contacted regarding all matters related to the processing of personal data and the exercise of data subjects' rights:

- by e-mail: iod@polsa.gov.pl,
- in writing to the controller's registered office address, marked "Data Protection Officer".

3. Purpose of data processing

Your personal data will be processed for the following purposes:

- 1) Receiving applications and registering participation in the **"ESA ScyLight Industry Day in Poland"**, which will take place on **27 November 2026** at the premises of the **Ministry of Development and Technology** in Warsaw;
- 2) Organising and conducting the event, including communication regarding organisational matters;



- 3) Where interest is expressed:
 - selecting presentations and determining the order of presentations by participating entities,
 - arranging B2B meetings with representatives of the European Space Agency (ESA) and with other event participants;
- 4) Archiving in the public interest, to the extent specified in Section 7, second paragraph.

4. Legal basis for processing

The legal basis for processing your personal data is Article 6(1)(e) GDPR, namely that the processing is necessary for the performance of a task carried out in the public interest, in conjunction with Article 3(1)(1) and Article 3(2)(12) and (13) of the Act of 26 September 2014 on the Polish Space Agency, which define POLSA's tasks in supporting the space industry, promoting the Polish economy and scientific achievements in the field of space activities internationally, and conducting information and promotional activities in this area.

For the purpose referred to in Section 3(4), the legal basis is Article 6(1)(c) GDPR, in conjunction with the Act of 14 July 1983 on the National Archival Resources and Archives.

5. Scope of data processed

We process the data provided in the registration form:

- First name,
- Surname,
- Entity name,
- Job title or role (if provided),
- e-mail address.

6. Recipients of the data

Personal data may be disclosed to:

- 1) **Microsoft Ireland Operations Limited**, the provider of Microsoft 365 services, acting under a data processing agreement;
- 2) **Participants with whom a B2B meeting is arranged**, limited to the represented entity's name.
- 3) The **Ministry of Development and Technology**, limited to first name and surname, when necessary to facilitate access to the building where the event takes place;
- 4) The **European Space Agency (ESA)**, as co-organizer of the event limited to the represented entity's name.
- 5) Other entities authorised under applicable law.



7. Transfer of data outside the European Economic Area

Data may be transferred outside the European Economic Area in connection with the use of Microsoft 365 services, in accordance with the safeguards provided under applicable data protection legislation.

8. Data retention period

The data provided in the registration form will be stored for up to **60 days after the event** and will subsequently be deleted, subject to the second paragraph below.

The first name, last name, and entity name of participants included in the participants' list forming part of the event documentation will be retained permanently as archival materials, in accordance with the Act of 14 July 1983 on the National Archival Resources and Archives and the records retention schedule of the Polish Space Agency.

9. Rights of data subjects

You have the right to:

- access your personal data and obtain a copy thereof;
- rectify your personal data;
- request erasure of your personal data in the cases specified in Article 17 GDPR, subject to Article 17(3)(d) GDPR with regard to data constituting archival materials;
- request restriction of processing.

You also have the right to object to the processing of your personal data on grounds relating to your particular situation, pursuant to Article 21(1) GDPR.

You have the right to lodge a complaint with the **President of the Personal Data Protection Office (UODO)**: Stawki 2 Street, 00-193 Warsaw, Poland.

10. Voluntary provision of data

Providing the data marked as required is voluntary; however, it is necessary for registration. Failure to provide such data will prevent registration. Provision of a job title / role does not affect the ability to register.

11. Automated Decision-Making

Personal data will not be used for automated decision-making, including profiling. The selection of presentations and arrangement of B2B meetings are carried out by a POLSA employee. The data will not be used for communication after the event, except in response to messages sent to POLSA by the participant.