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# ***Reuse of information and personal data***

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## **REUSING PUBLIC SECTOR INFORMATION ACCESSIBLE AT THE OLD WRITING WEBSITE**

**Materials presented in the service (i.e. digital copies of archival materials from the resources of the National Archives in Krakow, together with descriptions) are accessible:**

- without charge for reuse in the understanding of the Law from 11 August 2021 concerning the open data and reuse of public sector information (Journal of Laws from 2021 pos. 1641) and without the need for an application, unless the submittal of an application is in the interests of the user, in accordance with the Law concerning the reuse of public sector information,
- unconditionally in the understanding of the Law concerning the reuse of public sector information, unless copyright law requires otherwise.

Restrictions regarding reuse are regulated in art. 6 of the Law from 11 August 2021 concerning the open data and reuse of public sector information (Journal of Laws from 2021 pos. 1641). In the event of reuse of the materials presented in the [dawnepismo.ank.gov.pl](http://dawnepismo.ank.gov.pl) local service, it is recommended to provide information about the source and time for obtaining information from the service (name of the archives, archival fund, reference number, link to the scan, time of access). Detailed conditions for accessing original archival materials, searching for information and carrying out reprography services by the National Archives in Krakow, including those for the reuse of materials, are governed by separate regulations.

## **PERSONAL DATA PROTECTION POLICY OF THE OLD WRITING WEBSITE**

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 personal data provided by the user for contact purposes or to order the newsletter

of the Old Writing website is the National Archives in Krakow, 31-510 Krakow, 22E Rakowicka Street.

2. For matters concerning the processing of personal data as well as using the rights connected with its processing, please contact the Data Protection Inspector in the National Archives in Krakow - e-mail: [iod@ank.gov.pl](mailto:iod@ank.gov.pl) [1], tel.: 12 370 56 31.

3. Personal data provided by the user for contact purposes or to subscribe to the Old Writing internet newsletter is processed by the Archives exclusively for the purposes of responding to the sent request/question or providing newsletter services.

4. Personal data processed by the Archives to realise the tasks defined above:

- may be supplied to other users or categories of users entitled to this by law,
- will not be profiled,
- will not be supplied to other countries or international organisations.

5. Submitting personal data is voluntary, however, the refusal to do so may result in the request not being realised or newsletter services not being provided.

6. The people whose personal data is processed by the Archives have the right to:

- demand access to the personal data, to correct, remove or restrict its processing,
- object to its processing, subject to the restrictions of such rights connected with the Archives being compliant with the law by processing personal data,
- when the processing takes place based on the consent of those people – withdraw such consent, without affecting the right of processing conducted on its basis before its withdrawal,
- make a complaint to the head of the Personal Data Protection Office when they believe that the processing of their personal data violates GDPR.

7. The withdrawal of consent for personal data processing can be sent by e-mail to: [iod@ank.gov.pl](mailto:iod@ank.gov.pl) [1], or by mail to: the National Archives in Krakow, 31-510 Krakow, 22E Rakowicka Street, or in person at the headquarters of the Archives at 22E Rakowicka Street, Krakow. The withdrawal of consent for personal data processing will result in answers to questions or newsletter services being limited or impossible to provide.

8. Personal data provided by users to contact the Archives will be processed until all actions connected with the objective of the processing have finished, 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.

9. Personal data provided by the user subscribing to the Old Writing website's newsletter will be processed by the Archives for the period of subscription to this newsletter.

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Regulations of the Old Writing website's newsletter, run by the National Archives in Krakow [2]

[2] [HTTPS://DAWNEPISMO.ANK.GOV.PL/SITES/DEFAULT/FILES/FILES/NEWSLETTER/OLD%20WRITING\\_NEWSLETTER.PDF](https://dawnepismo.ank.gov.pl/sites/default/files/files/newsletter/old%20writing_newsletter.pdf)