



Biblioteka Publiczna  
im. Zygmunta Jana Rumla  
w Dzielnicy Praga-Południe  
m.st. Warszawy

## THE INFORMATION OBLIGATION CLAUSE IN RELATION TO THE READER

In accordance with Article 13, paragraph 1 and paragraph 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). We would like to inform:

**The personal data of the readers, collected by the Library, is processed only for statistical purposes, specified in the Act on Libraries and is protected, in accordance with the Act on the Protection of Personal Data.**

1. The administrator of personal data is the Zygmunt Jan Rumel Public Library in the Praga-Południe District of the capital city of Warsaw.

Contact information:

e-mail: [dyrekcja@bppragapd.pl](mailto:dyrekcja@bppragapd.pl)

phone number: 22 671 05 11

2. The Library has appointed a Data Protection Officer.

Contact information:

e-mail: [iodo@bppragapd.pl](mailto:iodo@bppragapd.pl)

phone number: 22 671 05 41 extension 104

3. The purpose of data processing and its legal basis:

a) the identification data of the Reader and data concerning his/her use of the Library's services, are processed in relation with the performance of tasks in the public interest (the Library Act) and serve the following purposes:

- facilitating and loaning library materials
- documenting and reporting, which also includes archiving in the public interest

b) data identifying the Reader and his/her socio-professional status, data regarding his/her obligations to the Library and the use of the Internet or the Library's Wi-Fi network (if the Reader uses those services), including the identification data of the Reader's computer, are processed in relation to legal obligations incumbent upon the Library (the Public Finance Act, the Act on Public Statistics, the Act on Informatization of Activities of Entities Performing Public Tasks) and serve the following purposes:

- seeking legal claims
- development of statistics regarding the activities of the Library
- ensuring the security of the Library's network and information systems

c) the Reader's e-mail address and phone number may be processed on the basis of consent for the following purposes: notifying about the due dates of library materials, notifying about the possibility to collect ordered materials and conducting correspondence of a similar nature, conducting correspondence in order to claim, provide information about the activity of the Library.

4. Data recipient categories:
a) an entity maintaining a library system on its servers and other entities entrusted with the processing of data, with the proviso that such entities do not acquire the rights to independently decide on the processing of such data, but only execute the instructions of the Library.
5. The data storage period:
a) for data processed for the purpose of facilitating and loaning library materials, communicating with the Reader and compiling statistics - no more than 5 years from the end of the year in which the Reader used the Library services for the last time, provided that he/she is not indebted to the Library,
b) for data processed in order to seek possible legal claims - until the claims are expired or the proceedings related to the pursuit of the claim have been closed,
c) for data processed for the purpose of documenting the business and informing about it - no more than 5 years from the date of the documented event, unless the data is processed for archival purposes in the public interest,
d) for data processed to ensure the security of the Library's network and information systems - no more than 5 years from the date of registration,
e) for data processed on the basis of the Reader's consent - until such consent is withdrawn.
6. The Reader's rights, including the right to object:
a) the data subject has the right to request access to his/her personal data, to rectify it, delete it, limit its processing. He or She has the right to object to the processing and the right to transfer data,
b) the admissibility of the use of individual rights depends on the legal basis of the specific processing,
c) the Reader's consent may be withdrawn at any time without prejudice to the lawfulness of the processing which was carried out before the withdrawal,
d) the data subject has the right to lodge a complaint with the President of the Office for Personal Data Protection.
7. Information on the requirement to provide data voluntarily and the consequences of not submitting data:
a) providing personal data is voluntary. Refusal to provide data results in the refusal to subscribe to the Library or the inability to use its services.

**DYREKTOR BIBLIOTEKI PUBLICZNEJ**  
**Im. Zygmunta St. Rumina**  
**w Dzielnicy Praga - Południe m.st. Warszawy**  
  
**mgr Mirosława Majewska**