

Information on processing of personal data of persons who implement research projects at the University, i.a. Project Investigators, academic teachers, research team members, PhD students, young scientists

According to Art. 13 of the general regulation on the protection of personal data of 27 April 2016 (GDPR), the Medical University of Białystok informs that:

- 1) the Medical University of Białystok represented by the Rector is the Administrator of Personal Data (ADO), with its seat at Kilińskiego 1, 15-089 Białystok,
- 2) contact to the Data Protection Officer at the Medical University of Białystok – email address: iod@umb.edu.pl,
- 3) your personal data will be processed for the purpose of carrying out research projects pursuant to Art. 6 sec. 1 lit. c GDPR, i.e. the Law on Higher Education and Science,
- 4) recipients of your personal data will be entities authorized under the law and entities cooperating in the implementation of the project
- 5) your personal data will be stored for the period resulting from the provisions of law
- 6) you have the right to request access to personal data, the right to rectify, delete or limit processing, the right to object to the processing, as well as the right to transfer data
- 7) your personal data will be transferred to a third country or an international organization if the project is implemented in cooperation with an entity from a third country or with an international organization
- 8) you have the right to file a complaint with the President of the Office for Personal Data Protection, ul. Stawki 2, 00-193 Warsaw, when it is justified that your personal data is processed by the Data Administrator contrary to the GDPR
- 9) providing personal data is necessary for the implementation of the project.

Principles of personal data protection in research conducted at the Medical University of Białystok

The purpose of developing these rules is to ensure the proper application, when carrying out scientific research, of the provisions 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 (the so-called general regulation on data protection, hereinafter referred to as the GDPR).

§1

1. The Medical University of Białystok, represented by the Rector, who alone or together with others determines the purposes and methods of personal data processing, is the Personal Data Controller (ADO).
2. Special categories of data should be understood as personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, and genetic, biometric, health, sexuality or sexual orientation of an individual.
3. The principle of data minimization should be understood as the processing of only such data that is adequate, relevant and limited to what is necessary for the purposes of processing.

4. Pseudonymisation should be understood as processing of personal data in such a manner that they can no longer be attributed to a specific data subject without the use of additional information, provided that such additional information is kept separately and is subject to technical and organisational measures which make it impossible to attribute it to an identified or identifiable natural person.

§2

1. These rules apply to the processing of personal data obtained in scientific research conducted by the Medical University of Białystok, the ADO of which is the Medical University of Białystok.
2. Personal data of specific categories may be processed to the extent necessary to conduct scientific research by the University.
3. The hereby data protection principles do not apply to anonymous information, i.e. information that does not relate to an identified or identifiable natural person, or to personal data that is anonymized in such a way that data subjects cannot be identified at all or can no longer be identified.

§3

1. In case of obtaining personal data for the purposes of scientific research, the University is obliged to fulfill the information obligation towards the research participant. The information clause is attached as Appendix 1 to the hereby rules.
2. Each person participating in the study signs a consent to the processing of his or her personal data for the purpose of the study, the template of which is attached as Appendix 2 to these rules.
3. The processing of personal data for the purposes of scientific research shall be subject to appropriate safeguards for the rights and freedoms of the data subject. These safeguards consist in the implementation of technical and organizational measures ensuring compliance with the principle of data minimization.
4. These measures may also include pseudonymisation of the data, insofar as it allows for the above purposes.
5. If these purposes can be achieved through further data processing in such a way that the data subject cannot be identified, the purposes should be achieved in this way.
6. When conducting scientific research at the University, the following should be done as soon as possible:
 - pseudonymization of data by encoding it, e.g. by assigning to data participants code numbers that are used in the research instead of the participant's personal, or
 - anonymization in such a way that the person cannot be identified at all
7. The full database of personal data with the code enabling the identification of participants should be available to the smallest number of people and stored in a way that prevents access by unauthorized persons.
8. Publication of research results takes place in a way that prevents identification of natural persons whose data has been processed.
9. The university informs the participant of the study that the part of the study documentation that would allow the participant to be identified is kept confidential and that the results are published in a way that prevents identification of the natural person whose data was processed.

10. If the university cooperates with other entities in the implementation of a research project, the issues of personal data protection should be regulated in an agreement with such entities.
11. If it is necessary to entrust personal data to other entities (i.e. the performance of tasks or part of the tasks and therefore the processing of personal data by another entity on behalf of the ADO), the data is transferred on the basis of the concluded personal data entrustment agreement, which constitutes Appendix 3 to the hereby rules.
12. If it is necessary to transfer personal data of special category, including research results, the transfer between entities takes place only in a pseudonymized or anonymised form.

§4

1. Each person who processes the data of the study participants does this upon special request of the administrator through the authorization given by the ADO to process personal data and a signed commitment to keep personal data confidential.
2. The template of the authorization and declaration constitutes an appendix to the Rector's ordinance on personal data protection.
3. The University keeps a register of persons authorized to process personal data.

Appendix 1 to the Principles of personal data protection in research conducted at the Medical University of Białystok

Information obligation towards participants of research conducted at the Medical University of Białystok

According to Art. 13 of the general regulation on the protection of personal data of 27 April 2016 (GDPR), the Medical University of Białystok informs that:

- 1) the Medical University of Białystok represented by the Rector is the Administrator of Personal Data, with its seat at Kilińskiego 1, 15-089 Białystok,
- 2) contact to the Data Protection Officer at the Medical University of Białystok – email address: iod@umb.edu.pl,
- 3) your personal data will be processed for the purpose of carrying out a research project financed from the 2021 SUBSIDY pursuant to Art. 6 sec. 1 lit. c of the general regulation on the protection of personal data of 27 April 2016,
- 4) your personal data will be disclosed only to persons authorized by the ADO to process personal data, to processors under the entrustment agreement and to other entities authorized under the law,
- 5) your personal data will be stored for the period resulting from the provisions of law,
- 6) you have the right to request access to personal data, the right to rectify, delete or limit processing, the right to object to the processing, as well as the right to transfer data,
- 7) you have the right to withdraw your consent to the processing of personal data at any time,
- 8) you have the right to file a complaint with the President of the Office for Personal Data Protection, ul. Stawki 2, 00-193 Warsaw, when it is justified that your personal data is processed by the ADO contrary to the GDPR
- 9) providing personal data is voluntary, but necessary for the implementation of the study.

Appendix 2 to the Principles of personal data protection in research conducted at the Medical University of Bialystok

Consent to the processing of personal data for research participants

Declaration

I consent to the processing by the Medical University of Bialystok of my personal data collected for the purpose of the research funded under 2021 SUBSIDY.

I acknowledge that the consent may be withdrawn at any time by submitting a declaration of will in this regard to the Medical University of Bialystok.