

INFORMATION NOTICE OF THE PROCEEDING OF PERSONAL DATA

Dear candidate for the examination of the Czech language,

This notice shall serve to inform you of the scale and manner of the processing of your personal data by the National Pedagogical Institute of the Czech Republic pursuant to Article 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of individuals with regard to the processing of personal data and on the free movement of such data only (hereinafter referred to as: "**GDPR**").

I.

Controller

1. The Controller (pursuant to Article 4 (7) GDPR) is **the National Pedagogical Institute of the Czech Republic (facility for the continuing education of pedagogical employees)**, ID: 45768455, (hereinafter referred to as: "**Controller**").

Contact details of the Controller:

address: Senovážné nám. 872/25, 110 00 Praha 1

email: sekretariat@npicr.cz

phone number: +420 222 122 112

2. "Personal data" means any information relating to an identified or identifiable natural person ('data subject'); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.
3. Controller is the designated data protection officer.
Contact details of the data protection officer: name: Dr Ing. Luboš Sychra, email: gdpr@msmt.cz, phone number: +420 234 814 303.

II.

Sources and Categories of Processed Personal Data

1. Controller processes the applicant's personal data, which have been provided by the applicant (personally or via the online form) for the testing institution (School/University), that is authorized to perform the Examination of the Czech language for permanent residence in the CR and that is entered on the register of authorized institutions kept by the Ministry of the Education. The testing institution (School/University) shall transmit your personal data to Controller.
2. The controller processes the following personal data:
 - i. name, last name, number of the travel document, sex, citizenship, date of birth, correspondence address for sending the certificate, telephone number, e-mail, ID data postbox

- ii. data connected with the examination of the Czech language (date of the examination, place of the examination, number of the attempt, results of the examination, information on special needs, information on review by the MI, reference number for the background material for the review)

III.

Legal Basis and Purpose of the Processing of Personal Data

1. The legal basis of the processing is following:
Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller pursuant to Article 6 (1) (e) GDPR
2. The purposes of the proceeding are following:
 - in case of successful passing the Examination of the Czech language, the Controller will issue the Certificate proving the knowledge of the Czech language
 - generate the applicant's registration number
 - create statistical reports
 - confirm the authenticity of the Certificate through the Department for Asylum and Migration Policy of the Ministry of the Interior
3. The Controller does not make any automated individual decision pursuant to Article 22 GDPR.

IV.

Duration of the Processing

1. The Controller shall process the applicant's personal data for 5 years.
2. At the end of the duration of processing, the Controller shall anonymize all the applicant's personal data.

V.

Recipients of Personal Data

1. The recipient to whom the personal data have been or will be disclosed are testing institutions as legal entities authorized to carry out the Examination of the Czech language in accordance with § 180g par. 2 of Act No. 326/1999 Coll., Act on permanent residence of foreigners for the purpose of registration of the candidate for the exam.

VI.

Applicant's rights

1. Under the terms of GDPR the applicant has:
 - i. Right of access pursuant to Article 15 GDPR,
 - ii. Right to rectification pursuant to Article 16 GDPR, right of restriction of processing pursuant to Article 18 GDPR,
 - iii. Right to erasure ("right to be forgotten") pursuant to Article 17
 - iv. Right to object pursuant to Article 21 GDPR
 - v. Right to data portability pursuant to 20 GDPR.

2. In case that applicant considers, that his/her right to the protection of personal data has been violated, has the right to file a complaint with the Office for Personal Data Protection (hereinafter referred to as: "**Office**")
Contact details of Office:
adress: Pplk. Sochora 27, 170 00 Prague 7
phone number: +420 234 665 111 (Central office)

VII.

Terms of Security of Personal Data

1. The Controller has implemented appropriate technical and organisational measures to ensure and to be able to demonstrate that processing is performed in accordance with GDPR.
2. The Controller has implemented appropriate technical and organisational measures to ensure data storage.
3. The Controller declares that only authorized people have access to the applicant's personal data.

VIII.

Final provisions

1. By providing your personal data to the testing institutions you list, you conform (by your signature of the application or by putting an X next to I have acquainted myself with the informational message on the processing of personal data in the online form) that you have accepted the Terms of Security of Personal Data.