

INFORMATION NOTICE OF THE PROCEEDING OF PERSONAL DATA

Dear applicants for the Examinaton of the Czech language,

this notice shall serve to inform you of the scale and manner of proceeding of your personal data by the National Institute for Education pursuant to Article 14 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. Controller (pursuant to Article 4 (7) GDPR) is **the National Institute for Education, Education Counselling Centre and Centre for Continuing Education of Teachers**, subsidized organization, ID: 00022179, (hereinafter referred to as: „**Controller**“).
Contact details of Controller:
address: Weilova 1271/6, 102 00, Praha 10
email: sekretariat@nuv.cz
phone number: +420 274 022 111
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 designated the data protection officer.
Contact details of 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 is processing applicant´s personal data, which have been provided personally by applicant for 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 led by the Ministry of the Education. The testing institution (School/University) shall transmit your personal data to Controller.
2. Controller processes following personal data:
 - i. forename, lastname, passport number, sex, nationality, place of birth, date of birth, reported residence, phone number, email adress, IN Signature Container
 - ii. data related to the Examination of the Czech language (exam date, exam place, trial number, test results, information related to particular needs, information related to examination by Ministry of the Interior including reference number)

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 automated individual decision pursuant to Article 22 GDPR.

IV.

Duration of the Processing

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

V.

Recipients of Personal Data

1. 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:
address: Pplk. Sochora 27, 170 00 Praha 7
phone number: +420 234 665 111 (Central office)

VII.

Terms of Security of Personal Data

1. The Controller 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 implemented appropriate technical and organisational measures to ensure data storage.
3. The Controller declares, that only authorized people has acces to applicant's personal data.

VIII.

Final provisions

1. By passing your personal data to a testing institutions you state, that you consider the Terms of Security of Personal Data.