

Personal data controller

Implementation of art. 13 of the 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), hereinafter referred to as: “GDPR”.

1. Information concerning the Polish Theatre in Wrocław

1.1. The controller of your personal data is the Polish Theatre (Teatr Polski) with its registered office in: G. Zapolskiej 3, 50-032 Wrocław, entered into the register of cultural institutions kept by the Local Government of Lower Silesia Province, under the following RIK number: 8/1999, with NIP: 896-000-50-29 and REGON: 000278913. The rules contained in this document regulate the processing of personal data of the THEATRE’s viewers, who place an order for tickets via the website, as well as viewers who have agreed to receive the Newsletter or who contact the Theatre via the contact form.

1.2. In the scope of personal data processing, the Theatre acts as a controller and it determines the purpose as well as the means of personal data processing.

1.3. The Theatre has designated the following personal data protection officer (hereinafter: DPO): Sebastian Sobiecki, who can be contacted:

via post: Teatr Polski, ul. G. Zapolskiej 3, 50-032 Wrocław,

via e-mail address: sekretariat@teatrpolski.wroc.pl

via telephone: 71 316 07 01

2. What type of personal data do we process?

2.1. We process personal data of the users of Theatre website and the Theatre’s viewers.

Primarily, we process personal data provided by you:

in the process of subscribing to our Newsletter,

in the process of online ticket ordering,

in the contact form sent to the Theatre,

in a health declaration.

2.2. In particular, the processed data include: e-mail address (health declaration, newsletter, online contact form), as well as residence address/permanent address, e-mail, telephone (online ticket ordering).

2.3. We shall process your personal data in order to sent the subscribed Newsletter, in compliance with art. 6 sec. 1(a), for the purpose of performance of the agreement in accordance with art. 6 section 1 (b) and (c) of the GDPR.

3. The purpose of processing personal data

3.1. We process personal data in order to implement the ticket orders, as well as to implement the agreement between the Theatre and a Viewer.

3.2. We shall process the Viewers’ personal data in order to implement the provisions resulting from the appropriate implementation of the Agreement, including fulfilment of legal obligations associated with sanitary and epidemiological protection, as well as prevention of the spread of SARS-CoV-2 virus in Poland. The data will be processed based on generally applicable provisions of the law (among others: § 4 section 4 of the Ticket Sale Regulations ([source](#)), Guidelines of the Ministry of Culture and National Heritage for the organisers of cultural events, issued based on art. 8a section 5 of the Act on the State Sanitary Inspection),

based on art. 5 section 1 (c), art. 6 section 1 (b), (e), (f), and art. 9 section 2 (i) of the GDPR.
3.3. We process personal data in order to send a newsletter with up-to-date information concerning the Theatre.

3.4. We process personal data in order to implement correspondence initiated with the use of the Theatre's contact form.

4. Withdrawal of consent and cancellation of newsletter

Those viewers that receive the newsletter may withdraw their consent to its receipt at any given moment:

- by clicking on the appropriate link, which is located in the footer of every sent message;
- by notifying us/sending appropriate information to the following address:
marketing@teatrpolski.wroc.pl

5. Who has access to the processed data?

5.1. Personal data is processed by the Theatre and its employees. All persons with access to personal data are obliged to maintain confidentiality and to exercise due diligence during processing of data, and this obligation is applicable even after the termination of their cooperation with the Theatre.

5.2. The recipients to whom personal data may be disclosed consist of the entities that concluded an agreement with the Theatre for the provision of maintenance services for IT systems applied in the Theatre.

5.3. In the situations requiring it, personal data shall be made available to the entities authorised under provisions of the law (especially to ZUS and the relevant Head of the Tax Office, as well as sanitary services, particularly the County Sanitary Inspector).

6. How long do we process your personal data?

6.1 The Theatre processes personal data in order to implement the agreement for the entire duration of the order, including payment and ticket receipt. Pursuant to law, the Theatre maintains some of the data included in its accounting documents for 6 years, while information concerning signed health declarations shall be processed for a period of 14 days from the date of their signing.

6.2. The newsletter is sent to the users for as long as they consent to its sending, therefore the provided e-mail address is processed for the same period of time.

6.3. The data obtained via the contact form are processed for the correspondence's duration.

7. What are your rights in this scope?

7.1. Due to processing of your personal data, you may contact the Theatre and exercise the following rights:

- right to withdraw your consent to data processing,
- right to access your data,
- right to correct and supplement incomplete data,
- right to delete your personal data,
- right to request the limitation of data processing,
- right to transfer your data and to send them to another Personal Data Controller (if it is technically possible),
- right to object to the processing of your data,

7.2. Furthermore, the Theatre's viewers may also object to the processing of personal data in the case of sending our Newsletter.

7.3. In addition to the above-mentioned rights, you may also lodge a complaint with the Office for Personal Data Protection - uodo.gov.pl.

If you would like to exercise the above-mentioned rights, then contact us using the information indicated in section 1 or using the following email address: marketing@teatrpolski.wroc.pl.

8. Security

8.1. The Theatre puts emphasis on the security of your data. As a result, the handling of personal data is carried out in full compliance with applicable law in the scope of personal data protection, including the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 (the so-called GDPR). Furthermore, during the implementation of data processing, the Theatre puts special emphasis on the technical, organisational and physical security of processed data.

9. Contact

9.1. In the case of any notes or questions concerning the processing of personal data, you may contact the Theatre using the information indicated in section 1 or using the following email address: marketing@teatrpolski.wroc.pl

Information regarding cookies

While performing the obligations resulting from art. 173 of the Telecommunications Law Act of 16 July 2004 (Journal of Laws no. 171, item 1800, as amended), the Polish Theatre (Teatr Polski) with its registered office in: G. Zapolska 3, 50-032 Wrocław, presents below the information regarding the use of cookies by the Theatre.

The Polish Theatre in Wrocław informs that it uses cookies on its website available at: www.teatrpolski.wroc.pl.

Cookies are IT files, which are stored on the device of a user visiting or using a given website - in this case using the website run by the Polish Theatre in Wrocław. The web browser saves these files on the user's device during his/her first use of the website. As a result, during each subsequent entry of a given user, the website has the ability to determine that a given user has already used this website before, and it may adapt its content to a given user.

The Polish Theatre in Wrocław uses cookies in order to:

- a) adapt the websites' content to preferences of a given user and to optimise the use of websites – in particular, these files allow to recognise the user's device and to properly display a given website adapted to his/her individual needs;
- b) create statistics, which help to understand how the users use websites, and this in turn allows to improve their structure and content;
- c) maintain the user's session (after logging in), which among others allows to ensure that the user does not have to re-enter the login and password on every subpage of a given website;
- d) enable communication with social networking services.

Every user has the possibility to change the application method of cookies originating from or used by the Polish Theatre in Wrocław. Furthermore, it is possible to delete or block such files. If you want to change the application method of cookies, to block or to delete them, then it is necessary to make the appropriate changes in the web browser settings. Detailed information on the method of handling cookies should be available in the settings of your web browser.

The Polish Theatre in Wrocław uses the following cookies on its website:

- a) "required" cookies that allow for full use of the services available within the website;
- b) cookies used to ensure security, e.g. used to detect abuse in the scope of authentication within the website;
- c) cookies that allow to collect information concerning the method the website subpages are used, e.g. time spent on a given subpage or number of visits;
- d) Facebook plugin.