

Information on the processing of personal data for OSA Partnership Programme grant applicants and OSA Partners

Dear Grant Applicants, Dear Partners,

The General Data Protection Regulation (GDPR)¹, which came into force on 25 May 2018, imposes a number of obligations on us regarding the protection of your personal data. You can be sure that we place the utmost importance on compliance with these obligations, which is why we provide you with the following key information regarding the processing of your personal data.

1. What data do we process?

In your case, the administrator OSA, z.s. (hereinafter referred to as "OSA") processes personal data obtained mainly on the basis of your application for a grant under the OSA Partnership Programme, on the basis of your registration to the OSA Partnership Programme web application, on the basis of a grant agreement or other agreement concluded between you and OSA, or otherwise provided within the OSA Partnership Programme web application. OSA processes some or all of the following personal data of the grant applicant or their representative:

- name and surname, title, signature, date of birth
- IPI codes and OSA author/publisher code
- ID number and VAT number
- address of permanent residence/residence, address for service (if different), address of place of business
- account number and bank name, IBAN
- telephone and e-mail contact, website
- Mailbox ID
- whether you are the author, heir, other rights holder
- of works in which you own the copyright
- on grant applications submitted
- other personal data related to the application and the supported project
- about negotiated (or not negotiated, but negotiated) contracts with OSA,
- claims for financial benefits due to you under the contract as well as information about the provision of these benefits by OSA
- information about your outstanding obligations to OSA
- access data to the OSA Partnership web application
- IP address of the connection of the user of the OSA Partnership web application

2. On what basis, for what purpose and for how long do we process your personal data?

Providing your personal data to OSA is voluntary, but without it it would not be possible to submit and discuss the grant application or to conclude and execute the contract between you and OSA. The processing of your personal data by the OSA is necessary for the assessment of the grant application, identification, registration and maintenance of your user account in the OSA Partnership web application, and the performance of contracts concluded between you and the OSA. With regard to the above purpose of processing personal data, we process your personal data for the duration of the maintenance of your user account in the OSA Partnership web application, for the duration of the administration of your application for a grant from the OSA Partnership programme, for the duration of the validity of the concluded contract between you and the OSA and then for ten years after the expiry of this period in order to contact you in the event of a claim for reimbursement of the grant provided and to assert any claims made by the parties concerned.

After that period, your personal data will be destroyed, except if it is needed for the purpose of exercising or protecting your rights or the rights of OSA in disputes, court, arbitration or administrative proceedings, in which case we will retain your personal data for the duration of the dispute, solely for the purpose of protecting your rights in such dispute. In the event of such processing of your personal data, we will also inform you of this fact without undue delay. In addition, OSA processes your personal data for the purpose of fulfilling its legal obligations under applicable law (e.g. also in the area of accounting, tax or in the area of enforcement or insolvency proceedings).

¹ 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)

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3. To whom do we disclose or transfer your personal data?

Your personal data, limited to your name, surname and the amount of the grant, is published by OSA in the list of supported projects in the Partnership's annual report, which is presented at the OSA General Assembly. As part of the performance of its contract with you, OSA also transfers your personal data to entities providing support activities for OSA, such as mailings, debt collection or legal services. OSA continuously changes and adds entities providing the aforementioned activities, and in light of these updates and changes, OSA is prepared to provide you with an up-to-date list of such entities where disclosure and transfer of your aforementioned data may be considered upon your written request. In the event of a request (by a government authority), OSA is obliged to disclose or transfer your personal data to the relevant government authorities authorised to conduct the individual proceedings (in particular tax, enforcement or insolvency proceedings) described above, solely in cases where OSA is obliged to do so under applicable law. In other cases, OSA does not transfer your personal data to any other third parties.

4. Your rights under current legislation

We would also like to inform you that you have the following rights under the current data protection legislation:

- the right of access to the personal data processed by OSA in your case,
- the right to have your personal data corrected if it is incorrect or inaccurate in any respect,
- in the event that you discover or believe that OSA is processing your personal data in a way that is contrary to the protection of your private and personal life or in violation of the law, in particular if your personal data is inaccurate with respect to the purpose of its processing, you have the right to ask OSA for an explanation and also to request that OSA remedy the situation (e.g. by blocking, correcting, supplementing or destroying your personal data),
- the right to request OSA to erase personal data or to restrict their processing,
- the right to object to processing in order to assess whether there has been a breach of the obligations imposed on OSA by applicable law,
- in addition to the above, you also have the right to file a complaint with the supervisory authority, which is the Office for Personal Data Protection, located at Pplk. Sochor 27, 170 00 Prague 7,
- You also have the right to data portability in case you would like to transfer to another controller your data that OSA processes on the basis of the necessity of their processing for the purpose of contract performance. In such a case, OSA will allow you to obtain your personal data in a structured, commonly used and machine-readable format or, if technically feasible, OSA will transfer it directly to another controller.

If you have any doubts or questions about the processing of your personal data, you can contact us at any time in writing at: OSA, z.s., Čs. Armády 20, 160 56 Praha 6, delivery address: Bělehradská 222/128, 120 00 Praha 2, e-mail: gdpr@osa.cz.

The document Information on the processing of personal data for grant applicants in the OSA Partnership Programme and OSA Partners is valid from 17 July 2024 and replaces its previous version. This document may be updated and modified by the controller, for example when the purposes or legal titles of the processing, its contact details, etc. change.