



**Privacy statement on the processing of personal data  
within the project “Development of Innovation Centre in Daugavpils”,  
No NFI/IC/VIAA/2020/4, Agreement No 9.-20.2.2.1/4**

**Personal data processing controller:** Daugavpils City Municipality (Development Department, Office of Strategic Planning and International Relations), address: Krišjāņa Valdemāra iela 13, Daugavpils, LV-5401, contact person of the controller: Jolanta Ūzuliņa, tel. 65404228, e-mail: jolanta.uzulina@daugavpils.lv,

**Communication with personal data protection officer:** e-mail: dati@daugavpils.lv, or contact Daugavpils City Municipality, address: Krišjāņa Valdemāra iela 1, Daugavpils, LV-5401.

**The controller** processes your personal data within the project “Development of Innovation Centre in Daugavpils”, No NFI/IC/VIAA/2020/4, Agreement No 9-20.2.2.1/4 (hereinafter – the Project), which is implemented within the framework of the activity “Innovation Centres” of the European Economic Area Financial Instrument and the Norwegian Financial Mechanism for the period 2014-2021 Program “Research and Education”, for the following purposes with the appropriate legal basis:

Processing aim, purpose (1)	Processing aim, purpose (2)	Categories of personal data	Data subjects	Legal basis GDPR	Beneficiaries or categories of beneficiaries	Storage (term) of years
<b>Project implementation</b>	<b>Registration for non-formal continuing education program</b>	Name, surname, e-mail address, telephone number	Program participants (pedagogues)	c) legal obligation e) official authority	Daugavpils City Municipality (DCM) project management and implementation team, DU project management team and lecturers of non-formal continuing	5 years after project implementation

					education program	
	<b>Registration for interest education program</b>	Name, surname, date of birth, telephone number, e-mail address, name, surname and telephone number of the legal representatives of a minor participant	Program participants (adults and minors), legal representatives of minor participants	c) legal obligation e) official authority	DCM project management and implementation team, pedagogue of interest education program, institution administering interest education program	5 years after project implementation
	<b>Registration for educational programs</b>	Name, surname, date of birth, telephone number, e-mail address	Program participants (children, young people, pedagogues, adults (persons of legal age and minors), legal representatives of minor participants	c) legal obligation e) public interests	DCM project management and implementation team, DU project management team, teacher of educational program	5 years after project implementation
	<b>Registration for conferences</b>	Name, surname, date of birth, telephone number, e-mail address, name of the represented institution/organization	Participants	c) legal obligation e) official authority	DCM project management and implementation team	5 years after project implementation
	<b>Registration for Hackathon</b>	Name, surname, telephone number, e-mail	Participants (young people, pedagogues,	c) legal obligation e) official	DCM project management and implementation	5 years after project implementation

		address, name of the represented institution/organization	specialists)	authority	team, involved specialists	
	<b>Registration for the youth camp</b>	Name, surname, telephone number, date of birth, address of declared and actual place of residence, health condition (allergies, etc.), medical certificate, name, surname, telephone number of the participant's legal representatives	Participants, legal representatives of minor participants	c) legal obligation e) official authority 9.2.: a) specific purposes i) public interests	DCM project management and implementation team, DU project management team, organizer and participants of the camp	5 years after project implementation
	<b>Registration for live activities</b>	EU Survey: Name, surname, telephone number, e-mail address	Participants	c) legal obligation e) official authority	DCM project management and implementation team, head of the activity	5 years after project implementation
	<b>Publicity</b>	Name, surname, represented institution and position, photo/video	Persons who are highlighted in press releases and videos	b) agreement c) legal obligation e) official authority	DCM, project cooperation partners and project program website visitors, supervisory authorities: Ministry of Education and Science, State	5 years after project implementation

					Education Development Agency; DCM project management and implementation team, project partners	
	<b>Preparation of reports</b>	Name, surname, e-mail address, telephone number, personal identity number within the Agreement, Contract	Staff involved in the project	b) agreement c) legal obligation	DCM project management and implementation team, supervisory authorities: Ministry of Education and Science, State Education Development Agency	5 years after project implementation
	<b>Sending photo/video materials</b>	Photo/video images	Participants of events	f) legitimate interests	DCM, project partners – Trondheim Science Centre, DU, supervisory authorities: Ministry of Education and Science, State Education Development Agency	5 years after project implementation

**Legal base for processing (detailed):**

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):

- GDPR 6.1 (b) processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract;
- GDPR 6.1 (c) processing is necessary for compliance with a legal obligation to which the controller is subject;
- GDPR 6.1 (e) 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;
- GDPR 6.1 (f) processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party, except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject which require protection of personal data, in particular where the data subject is a child;
- GDPR 9.2 (a) the data subject has given explicit consent to the processing of those personal data for one or more specified purposes, (i) processing is necessary for reasons of public interest in the area of public health.

The Beneficiary is obliged to collect, store and compile the personal data of the project participants (name, surname, contact information, video and/or photo) of the project activities (training, events, classes, conferences, etc.), who participate in the activities funded by the above mentioned project, providing the identification of participants and inclusion in project monitoring indicators. Such an obligation of Daugavpils City Municipality as a beneficiary is specified in the Agreement No 9.-20.2.2.1/4 with State Education Development Agency on project implementation. If such personal data is not processed, Daugavpils City Municipality does not have the opportunity to ensure the above-mentioned legal obligation to submit reports on the expenditure of funds.

**As a Data Subject, you have the right to:** request the controller to access, rectify or delete the data subject's personal data, or to restrict the processing related to the data subject, or the right to object to the processing.

The data subject has the right to submit a complaint regarding the processing of his or her personal data to the supervisory authority: Data State Inspectorate, Blaumaņa iela 11/13-11, Riga; <https://www.dvi.gov.lv/lv/funkcijas/kontaktinformacija/> e-mail: [info@dvi.gov.lv](mailto:info@dvi.gov.lv)