

Privacy Notice

This **Privacy Notice is intended** to the persons whose personal data is processed at the State Data Protection Inspectorate and who address it with the request for exercise of their rights as the rights of data subjects or with a notification of a personal data breach which has occurred at the State Data Protection Inspectorate.

Who is your personal data controller?

State Data Protection Inspectorate (hereinafter referred to as the “SDPI”)

Budgetary institution

Legal person registration number: 188607912

Address: L. Sapiegos str. 17, 10312 Vilnius

Tel. (8 5) 271 2804, 279 1445

E-mail: ada@ada.lt

<https://vdai.lrv.lt/>

Data Protection Officer of the SDPI

Margarita Valčiukė

Advisor of the Law Division

Address: L. Sapiegos str. 17, 10312 Vilnius

Tel. (8 5) 5 231 2476

E-mail dap@ada.lt

For what purposes your personal data will be processed and what is the legal basis for processing of your personal data?

If you decide to address the SDPI with a request for exercise of your rights as the data subject’s rights or submit the notice of a personal data breach which has occurred at the SDPI, your personal data will be processed *for the purposes of fulfilment of the functions of the data protection officer including examination of the data subjects’ requests, assessment of personal data breaches.*

Please be notified that processing of personal data for the afore-mentioned purposes is carried out in compliance with the legal obligation (Article 6(1)(c) of the General Data Protection Regulation) which shall be set forth in:

1. Article 12, Articles 15–21, Article 33(5), Article 34, Article 38(4) of 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);
2. Article 11(1) of the Republic of Lithuania Law on Legal Protection of Personal Data.

What your personal data is processed?

Please be notified that if you address the SDPI with a complaint, the **following personal data concerning you** will be processed:

Data of the person who has provided the request or notification or the person who may provide more information on the circumstances described in the notification

Identification data	name, surname, date of birth, personal identification number (for example, where the request is signed by e-signature, if applicable), a copy of the identity document (where the request is lodged by mail)
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Contact details	telephone number and/or e-mail address and/or correspondence address and/or electronic consignment delivery box address
Data related to the request or notification	fact, date and (<i>where applicable</i>) time of provision of the request (notification), content of the request (notification) (and your personal data in the request (notification) or annexes to the request (notification) etc.), fact, date and (<i>where applicable</i>) time of the response to the request (notification)
Data related to the engaged representative	name, surname (name), date of birth or personal identification number (registration number) of the representative, a copy of the document confirming the fact of representation
Other personal data	correspondence (where a natural person can be identified from such correspondence), workplace, position, signature, etc.

Representative of the person providing the request (notification)

Identification data	name, surname
Contact details	telephone number and/or e-mail address and/or correspondence address and/or electronic consignment delivery box address
Relationship with the representative person	name, surname, date of birth of the represented person, a copy of the document confirming the fact of representation
Other personal data	correspondence (where the natural person may be identified from such correspondence), signature

Please be notified that the **SDPI will receive** your personal data:

Directly from you	From your representative or other institutions (for example, institutions which have forwarded your request (notification) concerning the competence of several institutions, etc.)
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To whom your personal data will be provided?

To the public authorities competent to examine the request or notification (<i>where examination of such request or notification does not fall within the competence of the SDPI</i>)
To the data processors providing the Inspectorate with the maintenance of information systems (including document management systems) and other related services
To public authorities specified in the request (notification) as additional addressees or with which the object of the request (notification) is related
To courts (<i>for examination of disputes concerning the actions, decisions of the SDPI</i>)
To other data controllers, for example, law enforcement authorities, to the National Audit Office etc. (<i>in the cases set out in the legal acts and where provision of personal data is necessary and proportionate for legitimate and specific purposes</i>)

Provision of personal data to third countries is not planned.

How long your personal data will be stored?

Your personal data will be stored for the period of examination of your enquiries (notices) and, for the purposes of ensuring the archiving requirements, your personal data will be stored as follows:

Documents concerning examination of requests for exercise of the rights of the data subjects at the SDPI	1 year from the date of sending the response
Notifications of a personal data breach which has possibly occurred at the SDPI and documents concerning examination of the notice	5 years
Register of personal data breaches	3 years from making the last entry in the register
Other personal data	In accordance with the procedure established in the Republic of Lithuania Law on Archives and the procedure established by the Chief Archivist

What are your rights and how you exercise them?

You as a data subject are entitled to address the SDPI for any issues related to processing of your personal data, i.e. you have the following rights:

1. Right to access information on data processing (Article 13 and 14 of GDPR)
2. Right of access data (Article 15 of GDPR)
3. Right to rectification (Article 16 of GDPR)
4. Right to erasure (right to be forgotten) (Article 17 of GDPR). Note: this right may be exercised when at least one of the conditions set out in Article 17(1) GDPR is met.
5. Right to restriction of processing (Article 18 of GDPR). Note: this right may be exercised when at least one of the conditions set out in Article 18(1) GDPR is met

For information on how to exercise data subject's rights at the SDPI please read: <https://vdai.lrv.lt/duomenu-apsaugos-politika>

Please be notified that if you object to the decision on your request concerning exercise of your rights as the data subject's rights taken by the SDPI, you are entitled to lodge a complaint to Vilnius Regional Administrative Court.
