**Application for Practical Internship / Student Internship\*
in KGHM Polska Miedź S.A.**

|  |  |
| --- | --- |
| Full name of the Student |  |
| Name of the University |  |
| Department / Direction of Learning / Specialization |  |
| Class/Year *(please tick)* | 1 2 3 4 5 6 |
| Duration of the Internship *(please tick)* |  2 weeks 1 month 2 months 3 months |
| Date of starting the internship *(DD/MM/YYYY)* | / / |
| Attached Documents | [ ]  Curriculum Vitae[ ]  certificate confirming the Student/Pupil status**[ ]**  internship program approved by the School/University |

**Information on the processing of personal data by KGHM Polska Miedź S.A.**

The administrator of your personal data is KGHM Polska Miedź S.A. We process your personal data in order to carry out the recruitment process, i.e. evaluate your qualifications and skills in accordance with the Application for practical vocational training / student internships.\*

The consent to the processing of personal data may be withdrawn at any time, which
 shall not affect the lawfulness of the processing which was carried out on the basis of consent before its withdrawal. You have the right to access data, the right to demand its rectification or deletion, the right to withdraw consent to the processing of data, and other rights described in the detailed information concerning the processing of your data.

**Detailed information on the processing of personal data by KGHM.**

1. **Administrator of the personal data**

The Administrator of your personal data shall be KGHM Polska Miedź S.A. with its registered head office in Lubin (hereinafter: "we"). You can contact us:

* by post to the address: ul. Marii Skłodowskiej-Curie 48, 59-301 Lubin

*\*delete as appropriate*

1. **Data Protection Officer.**

We have appointed a Data Protection Officer. It is a person that you can contact in all matters regarding the processing of your personal data and the use of your rights related to the processing of data. You can contact a Data Protection Officer:

* by post to the address: ul. M. Skłodowskiej-Curie 48, 59-301 Lubin
* via e-mail: *iod@kghm.com*.
1. **Purposes of the processing of your personal data and the legal basis of the processing.**

We shall process your personal data in order to carry out the recruitment process and for the purpose of practical vocational training / internship, in accordance with the submitted Application and in accordance with the Agreement to which you shall be a party in case of its conclusion.

KGHM Polska Miedź S.A. processes personal data to the extent necessary to achieve the objectives arising from legitimate interests, except when the interests or fundamental rights and freedoms of the data subject, requiring the protection of personal data, prevail over these interests. This applies in particular to data processed to ensure physical, organizational, legal and financial security related to business operations conducted by the Administrator, including as a result of monitoring and within the scope specified in the internal files in force at KGHM Polska Miedź S.A. (Procedures).

The legal basis for the processing of your personal data is:

* your consent to the processing of data provided in the CV and in the cover letter, if you provide us with data other than: name and surname; names of parents; date of birth; place of residence (address for correspondence); education; the course of previous employment.
* necessity of processing to conclude and implement and settle an internship agreement of which you are a Party - from the moment of a positive decision in the recruitment process.

Your personal data is processed on the basis of the consent given below.

1. **Type of personal data**

We shall process the personal information disclosed in the Application, CV, certificate confirming the Student / Pupil status, the internship program approved by the School / University, insurance policy confirming your accident insurance for the period of the Internship, medical certificate stating the lack of health contraindications to practice on a specific basis position, issued by the occupational medicine doctor and PESEL.

1. **Reasons for disclosing personal data and its consequences.**

The disclosure of personal data for the purpose indicated in point 3 is voluntary, however, the provision of personal data is a condition enabling submission of the Application and participation in the Recruitment process.

1. **The period of time for which your personal data is stored.**

We will process your personal data for the period necessary for recruitment for the Internship and for the implementation and settlement of the Internship Agreement, including for the period necessary to document actions taken with your participation, including the statute of limitations of claims as well as tax and regulations of social/health insurances (if applicable). We shall also keep your data for the period resulting from it and the obligation of confidentiality (if a separate declaration has been signed).

Data related to the implementation of the Agreement after its termination may also be processed during the period necessary for KGHM Polska Miedź S.A. to handle business processes related to the implemented subject of the Agreement, until their completion (e.g. name and surname recorded in documents).

1. **Recipients of your personal data.**

Your personal data may be disclosed to entities authorized by law and entities and their employees providing services to us that require access to your data - including legal, financial, accounting and IT.

1. **Your rights related to the processing of personal data**

You have the following rights related to the processing of personal data:

1. the right to withdraw consent to the processing of personal data,
2. the right to access your personal data,
3. the right to request the rectification of your personal data,
4. the right to request the deletion of your personal data,
5. The right to request that the processing of your personal data be limited.

To exercise these rights, please contact us or our Data Protection Officer (contact details in points 1-2 above). You also have the right to lodge a complaint with the supervisory authority dealing with personal data protection, i.e. the President of the Office for Personal Data Protection.

1. **Automated decision making.**

As a result of the processing, decisions shall not be taken in an automated way (without human intervention), including the data will not be used for analysis, i.e. profiling shall not take place.

I agree to the processing by KGHM Polska Miedź S.A. my personal data contained in the application sent by me and in the scope of the attached documents: CV, certificate confirming the Student / Pupil status, the internship program approved by the School / University, insurance policy confirming my accident insurance for the period of the Internship, medical certificate stating the lack of health contraindications to practice on a specific job, issued by a doctor of occupational medicine sent by me in order to recruit for practice.

🞎 YES 🞎 NO

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Date and legible signature of the person