

REGULATIONS of the event “New Year’s Meeting of the Polish-Swiss Chamber of Commerce”

1. The organizers of the event are the Polish-Swiss Chamber of Commerce and Roche Polska.
2. The event will take place on January 20, 2025 at the headquarters of Roche Polska at Domaniewska 28 in Warsaw.
3. The guests of the event may be representatives of member companies of the Swiss Chamber and other persons invited by name by the Organizers.
4. The participation for the invited guests is free of charge.
5. The condition for participation is to register for the meeting using the registration form available at the following link: [REGISTRATION](#)
6. Registration for the event is tantamount to consent to the processing of personal data contained in the registration form by the event Organizers in accordance with applicable regulations, as well as consent to the use of the image recorded during the event for the Organizers’ promotional purposes.
7. The administrators of the personal data are the Polish-Swiss Chamber of Commerce, 18 Niepodległości Avenue, 02-653 Warsaw, Poland, contact: swisschamber@swisschamber.pl and Roche Polska Sp. z o.o. with its registered office in Warsaw, 28 Domaniewska Street, postal code 02-672, tel: 22 345 18 88 (“Roche”).
8. The scope of your personal data processed by the Administrators includes your first name, last name, position, company and e-mail address.
9. The administrators process your personal data for the following purposes:
 - implementation of the New Year's Meeting of the Polish-Swiss Chamber of Commerce (hereinafter referred to as the “Event”), including registration for the Event and contact with participants of the Event as part of organizational activities preceding the Event - the legal basis for the processing of personal data is the consent of the data subject (Article 6(1)(a) of the RODO). The data subject has the right to withdraw consent at any time. The withdrawal of consent does not affect the lawfulness of processing carried out on the basis of consent before its withdrawal.
 - to maintain security requirements during the Event related to the maintenance of the list of participants - the legal basis for data processing is the necessity of the processing for the realization of the legitimate interest of the Administrator. The legitimate interest of the Administrator in this case is to ensure security during the Event - the issuance of entry badges for the Event (Article 6(1)(f) of the DPA),
 - to establish contact with Event participants - the legal basis for data processing is the necessity of processing for purposes arising from the legitimate interests pursued by the Administrator. The legitimate interest of the Administrator in this case is to contact Event participants (Article 6(1)(f) RODO),
 - to conduct statistics and reports and archiving for the Administrator's internal needs related to the number of participants in the Event - the legal basis for the processing is the necessity of the processing for purposes arising from the legitimate interests pursued by the

Administrator. The legitimate interest of the Administrator is to conduct statistics and reports (Article 6(1)(f) RODO),

- possible establishment, investigation or defense against claims related to the organization of the Event - the legal basis for data processing is the necessity of the processing for the realization of the legitimate interest of the Administrator. The legitimate interest of the Administrator in this case is the possibility of establishing, investigating or defending against claims (Article 6(1)(f) RODO).

10. Recipients of your personal data may be other Roche Group entities and third parties that provide goods and services to Roche, including: information technology providers (for system development and technical support purposes).

11. For data transfers within the Roche Group, data transfers are secured by contracts containing standard contractual clauses applicable in the EU, which, in accordance with European Commission Decision No. (EU) 2021/914 of June 4, 2021, are adequate safeguards to ensure compliance with the RODO. In addition to the standard contractual clauses, Roche may also use additional contractual, technical, as well as organizational safeguards.

12. You have the right to request access to the content of your data, rectification, erasure, restriction of processing, the right to data portability, and the right to object to its processing, including processing on the basis of the controller's legitimate interest. You have the right to lodge a complaint if you consider that the processing of your data violates the provisions of the General Data Protection Regulation of April 27, 2016. The complaint should be filed with the supervisory authority, which is the President of the Office for Personal Data Protection.

13. Personal data will be stored for a period of 30 days from the date of the end of the Event or until you make a request: to delete it, to withdraw consent to the processing of personal data, to restrict processing, to object to its processing or to transfer it, to determine the investigation or defense against claims - until the statute of limitations for claims in accordance with generally applicable provisions of Polish law; until the realization of the Administrator's legitimate interest.

14. If you have any questions, concerns or complaints about how your data is being processed, you may contact the Roche Data Protection Officer by sending an email to: ochrona.danych@roche.com.

15. Your provision of personal data is voluntary; however, it is necessary for you to participate in the Event.