

PRIVACY POLICY

I. General Provisions

1. This Privacy Policy applies to the personal data of the users of the Journals Online Platform (Platforma Czasopism KUL – CzasKUL), available at the following address: <https://czasopisma.kul.pl/> and hereinafter referred to as the “Platform”.
2. The controller of the personal data is the John Paul II Catholic University of Lublin with its registered office in Lublin, represented by the Rector, ul. Aleje Racławickie 14, 20-950 Lublin, NIP (Tax ID No.): 712-016-10-05, REGON (Statistical ID No.): 000514064, hereinafter referred to as the “Controller”. The Controller can be contacted via email: repozytorium@kul.pl or at phone number: 81 445 43 94.
3. The Controller has appointed a data protection officer who can be contacted via email: iod@kul.pl or at telephone number: 81 445 32 30.
4. Personal data will be processed in accordance with the requirements of generally applicable laws, including Regulation (EU) 679/2016 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, hereinafter referred to as “GDPR”.

II. Purpose, Scope, and Duration of Personal Data Processing

1. Personal data of the Platform users will be processed to the extent and for the purpose necessary for the smooth operation of scientific electronic journals, in particular:
 - a. efficient communication in the editorial process;
 - b. content editing;
 - c. creating internal reports and analyses (including statistics of sub-page views, and publication readership);
 - d. sending notifications and information regarding journals with the consent of users;
 - e. fees for access to publications, if any;
 - f. informing readers about the authorship of texts published on the Platform;
 - g. indexing of published texts and data in databases, catalogues, and services, in accordance with the journals’ publishing policies.
2. Users registered on the Platform may provide the Controller with the following data:
 - first name,
 - surname,
 - login,
 - email,
 - country,
 - affiliation,
 - bio,
 - research interests,
 - ORCID,
 - website,
 - address,

- phone,
 - profile photo,
 - function (role) on the Platform.
3. Provision of personal data is:
 - a. voluntary when using the content of *open access* journals deposited on the Platform,
 - b. a prerequisite if you want to participate in the electronic publishing process, including:
 - depositing texts for publication with authors' rights,
 - performing work related to the functions of editor, section editor, technical editor, reviewer, DTP specialist, indexer, proofreader, journal manager, subscription manager, marketing manager,
 - creating an account with reader's rights in order to receive information from the publisher and editors about newly published issues and articles.
 4. Personal data of participants in the electronic editorial process, including authors of publications, editors, and reviewers, will be processed for scientific and statistical purposes in accordance with Article 89 of the GDPR for the entire period when electronic versions of journals are made available. The scientific purpose is considered to be: archiving articles and metadata, making them available, indexing them, and submitting them for indexing in databases, catalogues, and scientific services.

III. Users' rights

1. Each user registered on the Platform has the rights as set out in Chapter III of the GDPR, which may be exercised subject to the conditions set out therein, in particular, the right to access data, the right to rectify data, and the right to restrict data processing. The user also has the right to file a complaint to the President of the Personal Data Protection Office, ul. Stawki 2, 00-193 Warsaw.
2. The user has the right to edit their account and change the previously provided data, except for the system login. From within the application, the user can revoke their consent to receive information from the editorial staff of journals hosted on the Platform at any time.
3. The rights as specified in Section III.1. may be exercised upon prior notification to the Controller by email sent to the following address: repozytorium@kul.pl.

IV. Controller's Rights

1. The Controller reserves the right to process users' data after the withdrawal of consent only for the purpose of pursuing possible claims before a court or if national or EU or international law requires the Controller to retain the data.
2. The Controller has the right to share users' data with entities authorised under applicable law.
3. The Controller may use the services of other processors in connection with the outsourcing of personal data processing in accordance with Article 28 of the GDPR.
4. Data may be shared with:
 - a. processors in connection with the outsourced administration and technical support services of the Platform,
 - b. publishers of analytical systems,
 - c. publishers of databases and indexing directories,
 - d. entities or bodies authorised under the law.

V. Personal Data Security

The John Paul II Catholic University of Lublin processes personal data in accordance with applicable laws on the protection of personal data and applies technical and organisational measures to ensure the protection of processed data appropriate to the risks and categories of data covered by protection, and in particular protects personal data against unauthorised access, loss or damage.

VI. Cookies

The Platform uses cookies to identify visitors' browsers. With the collected information, the Controller wishes to learn about the frequency of visits to the Platform and identify its most interesting elements. The data obtained will allow the Controller to better adapt the Platform to the needs of its users, improve its operation, and they will be used for statistical purposes. The cookies cannot be used to infect the device with viruses or other malware.