

PRIVACY NOTICE

SENDING INFORMATION BY E-MAIL

This Privacy Notice is addressed to persons (representatives of producers and/or disseminators of public information who have registered under the procedure established by laws of the Republic of Lithuania and have provided data to the institution authorised by the Government of the Republic of Lithuania; representatives of producers and/or disseminators of public information abroad; representatives of institutions of the Republic of Lithuania; representatives of foreign missions in the Republic of Lithuania; and civil servants and contractual employees of the Office of the Seimas) who agree to receive information of the Office of the Seimas sent by e-mail and whose personal data are contained in the Address Book of the Information and Communication Department of the Seimas.

DATA CONTROLLER
(Who processes your data?)

OFFICE OF THE SEIMAS OF THE REPUBLIC OF LITHUANIA (HEREINAFTER: 'THE OFFICE OF THE SEIMAS')

Code 188605295
Gedimino ave. 53, Vilnius
Tel. +370 5 239 6060, fax 370 5 239 6289
E-mail: prim@lrs.lt

Data Protection Officer of the Office of the Seimas
E-mail: dap@lrs.lt, postal address: Gedimino ave. 53, Vilnius.
Addressee: Data Protection Officer of the Office of the Seimas.

PURPOSE
(Why do we use your data?)

The Office of the Seimas processes your personal data upon your consent for the receipt of information sent by e-mail. For this purpose, the Press Office manages the Address Book of addressees who wish to receive information from the Office of the Seimas by e-mail.

CONDITION FOR LAWFUL PROCESSING
(On what basis do we process your data?)

The processing of your personal data for the purpose of sending information is carried out on the basis of your consent (Article 6(1)(a) of the General Data Protection Regulation).

You do not have to subscribe to our notifications. However, in order to subscribe, you must provide your personal data, as otherwise the Office of the Seimas will be unable to send you any information.

Your consent will be valid for 4 years, provided you do not withdraw it earlier.

PERSONAL DATA
(What data do we process?)

GENERAL DATA

Contact details: e-mail.

Data on the consent for the receipt of information and validity of the consent, including the consent itself, the date and time of giving consent; withdrawal of the consent, and the date and time of the withdrawal.

Other personal data where a natural person can be identified from correspondence, including a name and a surname, a name of a represented company, body or organisation, and the correspondence itself.

SOURCE OF DATA
(Where do we get your data?)

Please be informed that the Office of the Seimas will receive your personal data from you directly.

ACCESS TO DATA
(Who will be able to access to your data?)

RECIPIENTS OF DATA

1. Access to data within the Office of the Seimas will be open to:

- The Press Office and the Public Relations Unit of the Information and Communication Department, when these units forward information from the Office of the Seimas.

- The Information Technology Operations Unit of the Operations Department of the Office of the Seimas, where this unit carries out e-mail supervision.

2. We do not intend to provide access to third parties; however, there may be cases where the data will be provided to an entitled data recipient, such as the law enforcement authorities, courts, etc. (in cases specified by law and when the provision of personal data is necessary and proportionate for legitimate and specific purposes).

DATA PROCESSORS (when they provide certain services to the Office of the Seimas)

Information technology companies that engage in data processing for the purpose of ensuring the development, improvement and maintenance of information systems.

THIRD COUNTRIES (all non-EU Member States or non-EEA states)

Provision of personal data to third countries is not foreseen.

STORAGE PERIOD
(How long will we store
your data?)

If you agree to receive news by e-mail, your personal data shall be stored in the Address Book during the period of validity of your consent, that is, until the next update of the Address Book by the Information and Communication Department of the Office of the Seimas. Consent data shall be stored during the period of validity of the consent and for 2 years after the expiry of the consent, for the purpose of meeting the requirements for archiving.

This time limit may be extended, where personal data constitute evidence or source of information or may be used as evidence or source of information in pre-trial or other investigations, including investigations conducted by the State Data Inspectorate; as well as in civil, administrative or criminal proceedings or in other cases established by law. In such a case, the personal data may be stored for as long as necessary for these purposes of processing and shall be destroyed immediately after the data is no longer necessary.

EXERCISE OF DATA
SUBJECTS' RIGHTS
(What rights do you have
and how can you get them
implemented?)

As a data subject, you have the right to apply to the Office of the Seimas regarding the processing of your personal data, that is you have the following rights:

1. the right to receive information about the data processing;
2. the right of access to data;
3. the right to rectification;
4. the right to erasure ('right to be forgotten');
5. the right to restrict the processing of personal data;
6. the right to refuse or withdraw consent at any time.

Please be informed that you can withdraw your consent for the receipt of information by contacting the Press Office of the Information and Communication Department of the Office of the Seimas by using the e-mail you initially used for subscribing to the receipt of information.

Regarding the procedure for exercising the rights of data subjects, please contact the Data Protection Officer by using the above contact information.

SUBMISSION OF
COMPLAINTS
(When can you file a
complaint about the
action/omission of the
Office of the Seimas?)

Please be informed that you are entitled to complain to the State Data Protection Inspectorate and the court over the action/omission of the Office of the Seimas in accordance with the procedure laid down by legal acts, as well as to appeal to the court against the action/omission of the State Data Protection Inspectorate.

Before submitting a complaint to the appropriate institution, please be advised to contact the Data Protection Officer of the Office of the Seimas by using the above contact information.

DO YOU HAVE TO PROVIDE
YOUR DATA?

The provision of this personal data is not mandatory.

