

## TERMS AND CONDITIONS OF USE OF THE EU PRESIDENCY WEEKLY NEWSLETTER AND SERVICE

### §1 DEFINITIONS

Unless otherwise stated in the Terms and Conditions, the following terms shall have the following meanings:

1. TERMS AND CONDITIONS - means these Terms and Conditions for the use of the **EU Presidency Weekly** Newsletter and Service.
2. USER - shall mean an individual, legal person or organisational unit without legal personality, using the Newsletter under these Terms and Conditions. A natural person without full legal capacity may become a User if they obtain the consent of their statutory representative or legal guardian.
3. SERVICE PROVIDER - Polityka Insight Spółka z ograniczoną odpowiedzialnością, ul. Słupecka 6, 02-390 Warszawa, NIP: 5252768660, REGON: 381654108, KRS: 0000754865, registration court: District Court for the Capital City of Warsaw in Warsaw, 12<sup>th</sup> Commercial Division of the National Court Register, hereinafter referred to as the Service Provider or Polityka Insight.
4. SERVICE or EU PRESIDENCY WEEKLY SERVICE - means the knowledge base temporarily maintained by Polityka Insight at the following web address:  
[www.politykainsight.pl/eupresidencyweekly](http://www.politykainsight.pl/eupresidencyweekly)
5. NEWSLETTER or EU PRESIDENCY WEEKLY NEWSLETTER - service provided under these Terms and Conditions, means information in the form of an electronic letter, sent to the User's address provided in the registration form, thematically related to the Polish Presidency in the EU Council. The newsletter may also contain promotional content, e.g. promotions of other events, services and products of Polityka Insight or its partners.
6. GDPR - Regulation (EU) of the European Parliament and of the Council 2016/679 of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free flow of such data and repealing Directive 95/46/EC (General Data Protection Regulation)

### §2 . TERMS OF USE OF THE NEWSLETTER

1. The Newsletter subscription is free of charge and available to everyone in accordance with the following provisions of the Terms and Conditions.
2. The aim of the Newsletter is to describe key events from the Polish Presidency in the EU Council, taking place between January 1 and June 30, 2025.
3. A Newsletter subscription consists of entering the User's e-mail address, name, surname and institution into the form provided by Polityka Insight on the website <https://www.politykainsight.pl/eupresidencyweekly/register>, accepting the terms and conditions and clicking the "register" button.
4. The use of the Newsletter is subject to the condition that one has a device with internet access and an active e-mail account.
5. By subscribing to the Newsletter, the User is obliged to accept these Terms and Conditions.

6. The Service Provider hereby declares that while using the Newsletter service short text information called "cookies" (hereinafter: "cookies") are stored on the User's computer. Installation of cookies is necessary for proper provision of the service. Details related to the use of "cookies" can be found in the privacy policy available at <https://www.politykainsight.pl/en/privacypolicy>
7. Newsletters are sent at a frequency determined by the Service Provider.
8. The Newsletter subscription is valid for a period of approximately six months (from January 1, 2025 to July 4, 2025), subject to § 3 below.
9. The User of the Service is obliged not to provide content of an unlawful nature.

### **§3 RULES FOR UNSUBSCRIBING FROM THE NEWSLETTER**

1. The User may unsubscribe from the Newsletter at any time using the deactivation link received in the body of the Newsletter. Removal from the subscriber list will be carried out by Polityka Insight immediately.

### **§4 . PERSONAL DATA**

1. The data controller of the personal data is Polityka Insight Sp. z o.o., ul. Słupecka 6, 02-309 Warszawa, e-mail: [kontakt@politykainsight.pl](mailto:kontakt@politykainsight.pl)
2. Data will be processed for the following purposes:
  - a. the implementation of the Newsletter service (the basis for data processing is Article 6(1)(b) of the GDPR);
  - b. transmitting marketing information about Polityka Insight's initiatives, meetings, newsletters and products (the basis for processing is Article 6(1)(f) GDPR - the legally justified purpose of the data controller in the form of direct marketing of its own products and services);
  - c. to establish, assert and defend against claims that may arise or result from the performance of the contract (the basis for data processing is Article 6(1)(b) of the GDPR).
3. If promotional activities are carried out using electronic communication channels, in accordance with e-privacy legislation, the controller needs additional consent to use electronic communication channels for marketing activities. Consent may be withdrawn at any time, with the withdrawal of consent not affecting the lawfulness of actions performed prior to the withdrawal of consent.
4. Data can be transferred to entities providing IT, technical or legal services to the administrator. All entities to which we entrust the processing of personal data guarantee the application of appropriate measures for the protection and security of personal data required by law. Personal data collected within the MailChimp mailing system and the Highrise CRM system are stored on servers located outside the European Union, specifically in the United States of America (USA). Do not worry, as such transfer takes place on the basis of a contract between the administrator and the provider, located or operating centre in the USA, based on standard contractual clauses accepted by the European Commission. The IT system providers used by the controller guarantee an adequate level of protection of personal data as required by European legislation.
5. The data shall be processed for the period necessary for the execution of the contract, and in the case of data processed on the basis of the legitimate interest of the controller, the data shall be processed until an objection is lodged or until such time as consent to communication is withdrawn, whichever event occurs first. Moreover, the data shall be processed for the period of limitation of claims.

6. The user has the right to request from the controller access to and rectification or erasure of personal data or restriction of processing concerning the data subject or to object to processing as well as the right to data portability and the right to lodge a complaint with a supervisory authority.

7. Providing data is voluntary, but necessary to receive the free of charge EU Presidency Weekly Newsletter and to receive marketing information.

8. Personal data will not be subject to automated processing (so-called profiling) involving the use of personal data to evaluate certain personal factors of an individual, in particular to analyse or forecast aspects relating to that individual's performance, economic situation, health, personal preferences, interests, reliability, behaviour, location or movement.

## **§5 COPYRIGHT**

1. Property copyrights to the content contained in the Newsletter and the Service belong to Polityka Insight and are subject to protection provided for in the applicable laws in this regard, in particular the Act of February 4, 1994, on copyright and related rights.

## **§6 COMPLAINTS**

1. Complaints about the service should be sent by e-mail to [kontakt@politykainsight.pl](mailto:kontakt@politykainsight.pl). In the complaint, the problem shall be described in detail. Responses to complaints shall be provided within 14 days of receipt of the complaint by e-mail to the address from which the complaint was received.
2. Any other questions and comments regarding the functioning of the service may be submitted to the Service Provider at the e-mail address: [kontakt@politykainsight.pl](mailto:kontakt@politykainsight.pl).
3. A complaint shall contain the following details:
  - a) the first name and surname of the person making the complaint, b) an e-mail address for the purposes of correspondence, c) a brief description of the situation giving rise to the complaint.

## **§7 VALIDITY AND AMENDMENT OF THE TERMS AND CONDITIONS**

1. The Service Provider reserves the right to remove an invalid or non-existent email address from the Newsletter subscriber list without giving a reason.
2. The Terms and Conditions shall come into force on December 1, 2024.
3. Polityka Insight reserves the right to amend these Terms and Conditions, to the extent permitted by applicable law, in the event of significant reasons relating to technical or substantive aspects of the operation of the service, including, in particular, any relevant changes in applicable law. Information about amendments to the Terms of Service will be provided in the EU Presidency Weekly Newsletter.

In case of not accepting the changes to the Terms & Conditions, the User should immediately inform Polityka Insight about the decision to unsubscribe from the Newsletter by sending an email to [kontakt@politykainsight.pl](mailto:kontakt@politykainsight.pl) or via a link from the Newsletter.

4. In matters not regulated by these Terms and Conditions, generally applicable provisions of Polish law shall apply.

5. The e-mail address provided by the User in the form shall be deemed appropriate for all contacts, notifications and other activities related to the provision of services specified in these Terms and Conditions, subject to the provisions relating to complaints.
6. The Privacy Policy is an integral part of these Terms and Conditions.