



UNIwersytet
Warszawski

MONITOR
UNIwersytetu Warszawskiego

Item 374

**RESOLUTION NO 5
OF THE UNIVERSITY ELECTORAL COMMITTEE**

of 6 November 2023

on determining form templates

Pursuant to § 95 sec. 1 pt 13 of the Statute of the University of Warsaw (Monitor UW as of 2019, item 190 as amended), the University Electoral Committee resolves as follows:

§ 1

The University Electoral Committee hereby approves the following form templates that comprise appendices to this Resolution.

§ 2

The Resolution enters into force on the day it is signed.

The Chairperson of the University Electoral Committee: *R. Piotrowski*

FORM TEMPLATE

.....
(name/names and surname)

.....
(academic title/academic degree)

.....
(position)

.....
(faculty, organisational unit)

.....
(phone number)

.....
(e-mail address)

Candidate's consent

I hereby agree to stand as

.....
.

(indicate the role)

for the election of

.....
. *(indicate the body)*

for the 2024 - 2028 term of office. If elected, I agree to assume the position or mandate.

.....
(date and signature)

Information on personal data processing

Data Controller

The Data Controller of your personal data is the University of Warsaw, ul. Krakowskie Przedmieście 26/28, 00-927 Warszawa.

The Data Controller can be contacted:

- by post;
- by sending an e-mail to: ukw@adm.uw.edu.pl

Data Protection Officer (DPO)

The Data Controller has appointed a Data Protection Officer whom you can contact by sending an email to: iod@adm.uw.edu.pl. You can contact the DPO on all matters concerning the processing of your personal data by the University of Warsaw and the exercise of your rights related to the processing of personal data.

Purpose and basis of personal data processing

Your personal data is processed for the purposes of conducting any activities required to complete the electoral procedures for the 2024 - 2028 term of office.

The basis for the processing of your personal data is Article 6(1)(e) of the GDPR *

You may withdraw your consent at any time by sending an email to: ukw@adm.uw.edu.pl.

In the event of being elected, the basis for the processing of your personal data is Article 6(1)(c) of the RODO - the processing of data is necessary for fulfilling the legal obligation incumbent on the Data Controller resulting from the Law on Higher Education and Science (Journal of Laws of 2023, item 742, as amended) and the Statute of the University of Warsaw (Monitor UW of 2019, item 190, as amended).

Personal data processing period

Your personal data will be processed for the duration of the electoral activities and thereafter for the period specified in the regulations and the office instructions applicable at the University of Warsaw.

Personal data recipients

Your personal data will be processed by authorised employees of the University of Warsaw, including, but not limited to, members of the University Electoral Committee.

Rights of data subjects

In accordance with the GDPR, you have the right to:

- access your data and receive a copy;
- correct (amend) your personal data;
- restrict the processing of your personal data;
- delete your personal data;
- lodge a complaint with the President of the Data Protection Office.

Information on the mandatory provision of data

You provide your personal data voluntarily; however, if you do not provide it, you will not be able to stand for election.

* Regulation (EU) 2016/679 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 (General Data Protection Regulation) (Official Journal of the EU L 119 of 4 May 2016, p. 1, as amended).

FORM TEMPLATE

.....

(name/names and surname)

.....

(academic title/academic degree)

.....

(position)

.....

(faculty, organisational unit)

.....

(phone number)

.....

(e-mail address)

Candidate's declaration

I hereby declare that I fulfil the conditions for eligibility to stand for election set out
in the Statute of the University of Warsaw (Monitor UW of 2019, item 190, as amended)
and other legal provisions entitling the candidacy for

.....

.

.....

(date and signature)

FORM TEMPLATE

(seal of the organisational unit)

Report on
..... **election**
(name of the Committee)
for the 2024 - 2028 term of office.

1. Electoral meeting date:.....
2. Number of eligible voters:.....
3. Number of persons present at the meeting:.....
4. Chairperson of the meeting:.....
5. The Ballot-Counting Committee:
 - 1)
 - 2)
 - 3)
 - (etc.).....
6. Nominated candidates (provide academic title, academic degree, surname, name):
 - 1)
 - 2)
 - 3)
 - (etc.).....
7. Number of ballots validly cast:.....
8. The following persons have been elected following a vote (provide academic title, academic degree, surname, name):
 - 1) (number of ballots cast)
 - 2) (number of ballots cast)
 - 3)

(etc.).....

Signatures of the Members
of the Ballot-Counting Committee

.....

.....

.....

Chairperson of the meeting

(Dean)

.....

FORM TEMPLATE

(seal of the organisational unit)

**Report
on the meeting constituting**

.....
(name of the Committee)

for the 2024 - 2028 term of office.

1. Faculty

(Constituency)*

.....

.

2. Meeting date:

3. Number of Committee Members present at the meeting:

4. The Dean hereby states that the following persons have been elected:

– Chairperson

.....

.

personal phone number:

business phone number:

email address:.....

Vice-Chairperson

.....

.

personal phone number:

business phone number:

email address:.....

Dean of the Faculty

*delete as appropriate

.....

FORM TEMPLATE

(seal of the organisational unit)

Report on voting No

on the election of

.....

to

.....

for the 2024 - 2028 term of office.

1. Electoral meeting

date:.....

2. Number of ballots

cast:.....

3. Number of ballots validly cast:

.....

4. Number of ballots cast for candidates (provide academic title, academic degree, surname, name):

1)

.

2)

.

3)

.

(etc.).....

.

5. The following persons have been elected following a vote (provide academic title, academic degree, surname, name):

1)

.

2)

.

3)

.

(etc.).....

.

Chairperson of the electoral meeting

.....

Ballot-Counting Committee:

.....

.....

.....

FORM TEMPLATE

(seal of the organisational unit)

Election Report
of the Faculty (Constituency) Electoral Committee

on the election of

.....

to

.....

for the 2024 - 2028 term of office.

1. Electoral meeting date:.....

2. Chairperson of the meeting (provide phone number, email address).....

.....

.

3. Method of notifying voters of the electoral meeting:

.....

.

4. The Ballot-Counting Committee:

1).....

.

2).....

.

3).....

.

(etc.).....

.

5. Number of mandates to be allocated:.....

6. Number of allocated mandates:.....

7. Number of eligible voters:.....

8. Number of persons present at the meeting:.....

9. All nominated candidates (provide academic title, academic degree, surname, name):

1).....

.

2).....

.

3).....

.

(etc.).....

.

10. Number of ballots cast for candidates (provide academic title, academic degree, surname, name):

1).....

.

2).....

.

3).....

.

(etc.).....

.

11. The following persons have been elected following a vote (provide academic title, academic degree, surname, name):

1).....

.

2).....

.

3).....

.

(etc.).....

.

12. Location for storing electoral documents and name of the person responsible
(provide phone number, email address)

.....

.....
..

Chairperson of the meeting:

.....

Chairperson
of the University Electoral Committee:

.....

Recording Clerk:

.....

*delete as appropriate