

**DECLARATION BY A CONTRACTOR NOT EMPLOYED BY THE UL FOR THE PURPOSES OF DETERMINING SOCIAL
AND HEALTH INSURANCE OBLIGATIONS (APPLICABLE TO INCOME EARNED IN POLAND)**

CONTRACT NO.

☐ **INITIAL DECLARATION**

☐ **UPDATE effective from**

CONTRACTOR'S FULL NAME

PESEL NUMBER

NATIONAL HEALTH FUND (NFZ) CODE **OCCUPATION CODE**

I declare that:

1. **I am/am not*** employed under an employment contract outside the University of Lodz by:

.....
I receive remuneration which, when calculated on a monthly basis, is lower than/equal to/higher than* the statutory minimum wage applicable in the relevant calendar year.

2. **I do/do not*** practise as a judge/prosecutor*.

3. **I have/haven't got a contract of mandate (umowa zlecenia) with an entity other than the UL for the period:**

1) from to 2) from to

The remuneration, when calculated on a monthly basis, is lower than/equal to/higher than* the statutory minimum wage applicable in the relevant calendar year. The contract of mandate is subject to social insurance contributions: **YES/NO***.

4. **I do/do not*** conduct non-agricultural business activity. I pay social insurance contributions on this basis:

YES/NO*. My contribution base is **lower than/equal to/higher than*** the statutory minimum wage applicable in the relevant calendar year.

5. **I am/am not*** a pensioner/recipient of an incapacity or survivor's pension*, benefit number

.....

6. **I am/am not*** a pupil/student* under the age of 26.

Name of school/university

Student/school ID number

7. **I am/am not*** a doctoral student and I do/do not* receive a doctoral scholarship which, when calculated on a monthly basis, is **lower than/equal to/higher than*** the statutory minimum wage applicable in the

relevant calendar year.

8. **I am/am not*** on maternity leave/paternity leave/parental leave/childcare leave/unpaid leave* from to
9. Remuneration under the contract of mandate concluded with the University of Lodz **is/is not*** my sole source of income.
10. **I do/do not*** hold a disability certificate indicating a **mild/moderate/severe*** degree of disability for the period from to
11. I request to be covered by voluntary sickness insurance **YES/NO*** (applicable only to persons subject to compulsory retirement and disability pension insurance).
12. Other sources of income

I declare that I have been informed that, under a contract of mandate, where the contractor is subject to compulsory pension insurance, a contractor who has reached the age of 18 but has not reached the age of 55 **will be automatically enrolled in the Employee Capital Plans (PPK)**, unless they submit a declaration opting out of PPK contributions to the UL Employee Affairs Centre. A contractor who has reached the age of 55 but has not reached the age of 70 may join the PPK on a voluntary basis, provided that they submit a signed application for participation in the PPK to the UL Employee Affairs Centre.

I confirm that the information contained in this declaration is true and accurate and acknowledge that I may incur criminal liability for providing false information or concealing the truth.

I undertake to notify the Contracting Authority (the UL) of any changes to the information contained in this declaration within 4 days of the occurrence of such changes by submitting a new declaration marked "Update" and completing the section of the declaration affected by the change, together with the date on which the change occurred. Failure to comply with this obligation may result in legal and financial liability.

Should I fail to notify the University of Lodz of any change in the information provided within the required time and such failure results in financial consequences for the University, I undertake to reimburse the University in full for any resulting costs.

I acknowledge that:

1. The controller of your personal data is the University of Lodz, with its registered office at Narutowicza 68, 90-136 Łódź.
2. The Data Protection Officer may be contacted regarding matters related to the processing of your personal data and the exercise of your rights in relation to personal data processing by the University of Lodz at the above postal address marked "Data Protection Officer" or by email to: iod@uni.lodz.pl
3. The responsibilities of the UL Data Protection Officer do not include dealing with other matters, such as those related to the performance of the contract.
4. Your personal data will be processed for the following purposes:
 - 1) concluding, performing and settling the contract;
 - 2) enabling the University of Lodz to fulfil its legal obligations;
 - 3) pursuing the Controller's legitimate interests, including the establishment, exercise or defence of legal claims arising from the contract.
5. Your personal data will be processed:
 - 1) as it is necessary for the performance and settlement of the contract or to take steps at your request prior to entering into the contract;

- 2) as it is necessary for compliance with a legal obligation to which the Controller is subject (personal data is processed on the basis of applicable legislation, including the Civil Code and internal regulations adopted at the University);
- 3) as it is necessary for the purposes of the legitimate interests of the Controller.
6. Personal data will be stored for the duration of the contract and for the period necessary to establish, pursue or defend claims arising from the performance of the contract, as well as for the periods required under applicable archival regulations.
7. Your personal data may be disclosed to other entities authorised under applicable law and under relevant agreements concluded with the University.
8. Persons who are parties to the contract or representatives of the parties, as well as persons designated for operational contact and those responsible for coordinating and implementing the contract, have the right to:
 - 1) access their personal data,
 - 2) rectify, erase or restrict the processing of their personal data,
 - 3) transfer their data under the conditions specified by law;
 - 4) lodge a complaint with the supervisory authority, the President of the Personal Data Protection Office.
9. The provision of your personal data is voluntary but necessary for the purposes referred to in point 3.

Personal data are processed pursuant to Article 6(1)(b), (c) and (f) of 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 – GDPR).

.....
Date and Contractor's signature

*Delete as appropriate.