



## COURSE DESCRIPTION CARD - SYLLABUS

Course name

Data protection [S2IBiJ1-BiZK>OD]

### Course

Field of study

Safety and Quality Engineering

Year/Semester

1/2

Area of study (specialization)

Safety and Crisis Management

Profile of study

general academic

Level of study

second-cycle

Course offered in

Polish

Form of study

full-time

Requirements

elective

### Number of hours

Lecture

0

Laboratory classes

0

Other

0

Tutorials

30

Projects/seminars

0

### Number of credit points

2,00

### Coordinators

dr inż. Marek Goliński

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### Lecturers

### Prerequisites

The student has basic knowledge necessary to understand the social and legal conditions of engineering activities. The student has the ability to use the indicated sources and interpret social phenomena. The student understands the need to expand their competences within the framework of social sciences.

### Course objective

Providing students with knowledge of the requirements for entrepreneurs and other organizations in the field of collecting and processing personal data and the principle of legal liability resulting from this.

### Course-related learning outcomes

Knowledge:

1. The student knows in-depth development trends and good practices regarding safety management, in particular data safety in organizations in local and global terms [K2\_W04].
2. The student knows in depth the principles of information flow, communication, legal and regulatory conditions affecting data protection, characteristic of the area of organization safety management [K2\_W14].

#### Skills:

1. The student is able to use methods and tools for solving complex and unusual problems as well as advanced information and communication techniques characteristic of the professional environment related to data management and protection in organizations [K2\_U02].
2. The student is able to select and apply computer-aided tools for solving problems characteristic of managing the sphere of data protection in organizations [K2\_U08].

#### Social competences:

1. The student is critical of his knowledge, is ready to consult experts when solving cognitive and practical problems, continuous training in the IT industry and legal regulations, in particular related to data protection in the area of safety management in organizations [K2\_K01].
2. A student correctly identifies and resolves dilemmas related to broadly understood security, especially in the area of data, understands the need to make the public aware of the need to shape safety in various areas of the organization's functioning [K2\_K02].

### Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

Formative assessment: discussions summarizing individual exercises, legal problems solved during classes, giving the opportunity to assess the understanding of the problem by the student.

The knowledge acquired during the exercises is verified by two 15-minute tests, each of which consists of 5- 10 questions, with different scores, the need to pass both tests.

Summative assessment: written completion of the subject in the form of a test carried out during the last class. The test consists of about 10 questions. Passing threshold: 51% of points. The grading scale is consistent with the principles described in the Study Regulations.

### Programme content

Exercises: Case study - personal data processing processes in the company. Types of documents related to selected data processing processes in the company. Contract for specific work / order, contract for entrusting the processing of personal data, consent to use the image, processing ordinary and sensitive data. Protection of personal data in the workplace. Protection and security of personal data from the point of view of a natural person and a legal person, taking into account the challenges arising from functioning in the digital world.

### Course topics

#### Exercises

##### Case Study - Personal Data Processing Processes in a Company

Exercises in the form of a case study involve the analysis and evaluation of personal data processing processes in a specific company. Participants become acquainted with the practical aspects of data processing, identify potential problems, and propose solutions in compliance with data protection regulations. The analysis covers the entire life cycle of personal data, from collection, through storage, to deletion.

##### Types of Documents Related to Selected Data Processing Processes in a Company

These exercises focus on various types of documents essential for the proper management of personal data processing processes in a company. Participants learn to create and manage documentation, which includes:

Contract for Work/Contract for Services: Documents regulating cooperation with external contractors, which may include clauses regarding personal data processing.

Data Processing Agreement: Agreements between the data controller and the data processor, outlining the terms and conditions for data processing on behalf of the controller.

Consent for Image Use: Documents allowing the company to legally use the images of employees or clients for marketing or promotional purposes.

Processing of Ordinary and Sensitive Data: Procedures and policies regarding the differences in processing ordinary data (e.g., name, address) and sensitive data (e.g., health information, biometric data).

##### Personal Data Protection in the Workplace

Exercises include the analysis of policies and procedures concerning the protection of employees' personal

data in the workplace. Participants learn how companies should manage employees' personal data, what security measures to implement, and what rights employees have concerning the protection of their personal data.

### Protection and Security of Personal Data from the Perspective of Individuals and Legal Entities, Considering the Challenges of the Digital World

Exercises focus on personal data protection from two perspectives:

**Individual:** Analysis of the rights individuals have concerning the protection of their personal data, the risks and threats associated with data processing in the digital world, and the measures they can take to protect their data.

**Legal Entity:** Discussion of the duties and responsibilities of companies regarding personal data protection, with an emphasis on risk management, legal compliance, implementation of appropriate policies and procedures, and responding to data breach incidents. Participants also analyze challenges related to digitization, such as cybersecurity, cloud data management, and compliance with international data protection regulations.

### Teaching methods

information presentation, discussion with problem solving, discussion with the use of multimedia presentation, case method, discussion.

### Bibliography

Basic:

1. Konstytucja Rzeczypospolitej Polskiej z dnia 2 kwietnia 1997 r. (Dz. U. z 1997 r. Nr 78, poz. 483 ze zm.)
2. Rozporządzenie Parlamentu Europejskiego i Rady (UE) 2016/679 z dnia 27 kwietnia 2016 r. w sprawie ochrony osób fizycznych w związku z przetwarzaniem danych osobowych i w sprawie swobodnego przepływu takich danych oraz uchylenia dyrektywy 95/46/WE (ogólne rozporządzenie o ochronie danych)
3. Ustawa o ochronie danych osobowych z dnia 10 maja 2018 r. (Dz. U. z 2019 r. poz. 1781 t.j.)
4. Ustawa Kodeks pracy z dnia 26 czerwca 1974 r. (Dz. U. z 2020 r. poz. 1320 t.j.)
5. Fajgielski P. (2019), Prawo ochrony danych osobowych. Zarys wykładu, Wydawnictwo Wolters Kluwer, Warszawa.

Additional:

1. Ustawa Kodeks cywilny z dnia 23 kwietnia 1964 r. (Dz. U. 2020 r. poz. 1740 t.j.)
2. Ustawa o prawie autorskim i prawach pokrewnych z dnia 4 02 1994 r. (Dz. U. 2021 r. poz. 1062 t.j.)
3. Ustawa o świadczeniu usług drogą elektroniczną z dnia 18 lipca 2020 r. (Dz. U. 2020 r. poz. 344 t.j.)
4. Majchrzak J., Goliński M., Matura W., The concept of the qualitology and grey system theory application in marketing information quality cognition and assessment, Central European Journal of Operations Research, 2020, Vol. 28, No. 2

### Breakdown of average student's workload

	Hours	ECTS
Total workload	60	2,00
Classes requiring direct contact with the teacher	30	1,00
Student's own work (literature studies, preparation for laboratory classes/ tutorials, preparation for tests/exam, project preparation)	30	1,00