

Year, Ref. No. ....

Sequence No. ....

**RESEARCH SHEET**  
(To be filled in by a researcher)

Name (names) and surname ..... Maiden name .....

Day, month, year, and place of birth .....

Address of permanent residence .....

Delivery address .....

Phone: (optional) .....

E-mail: (optional) .....

Nationality .....

ID card, passport, or similar proof of identity No. ....

Exact specification of the subject of study and its time scope:

.....  
.....

- |                                 |   |                          |
|---------------------------------|---|--------------------------|
| <b>Purpose of consulting:*)</b> | <b>Official (service, study)</b>  | <input type="checkbox"/> |
|                                 | <b>Private</b>  | <input type="checkbox"/> |
| <b>Focus of study:*)</b>        | <b>Scientific (study, monograph, student paper, diploma work, dissertation, etc.)</b> | <input type="checkbox"/> |
|                                 | <b>Scientific editions of documents</b>   | <input type="checkbox"/> |
|                                 | <b>Genealogical purposes</b>  | <input type="checkbox"/> |
|                                 | <b>Private extracurricular education</b>  | <input type="checkbox"/> |
|                                 | <b>Collectors' interests and related research</b>                                     | <input type="checkbox"/> |
|                                 | <b>Journalistic purposes</b>  | <input type="checkbox"/> |
|                                 | <b>Exhibition purposes</b>  | <input type="checkbox"/> |
|                                 | <b>For the needs of public authorities</b>  | <input type="checkbox"/> |
|                                 | <b>For the purposes of chronicles</b>   | <input type="checkbox"/> |

\*) *Mark applicable with a cross in a box*

In the case of official (service or study) purpose of consulting:

Name and seat of the legal person for which the researcher works on the relevant subject

.....

**I hereby declare that, in compliance with the relevant legislation, I am fully aware of my personal responsibility for dealing with information that I obtained by consulting the archival records.**

**I hereby declare that I acquainted myself with the provisions of the Research Rules and I understand that if I violate my basic obligations, I may be refused further consulting archival records, or the already given approval may be revoked.**

**I also acknowledge that in case of stating untrue data in the research sheet, I may be subject to criminal prosecution and may be refused further consulting archival records, or the already given approval may be revoked.**

**Information for researchers:**

**Personal data contained in the research sheet are collected and processed pursuant to the paragraph 35 of the Act No. 499/2004 Coll., on archives and records management and on the amendment of some other acts, and pursuant to the paragraph 3 of the Act No. 101/2000 Coll., on personal data protection and on amendment of some other acts. Personal data stated in the research sheet are processed for the purpose of protection of archival records; they shall serve only for internal needs of the Archives and shall not be disclosed to third parties.**

**In ..... on .....**

**Signature .....**

**(To be filled in by the research room supervisor:)**

**The data was verified by ..... on .....**

**Signature of an employee authorized to supervise the research room:**

**Access to unarranged archival records approved ..... on .....**

**Access to archival records younger than thirty years approved ..... on .....**

**Access to archival records containing personal data pursuant to the Act No. 101/2000 Coll. approved ..... on .....**

**Access to other archival records approved ..... on .....**



**ANNEX 1 to Research Form No.**

**Information for the researcher:**

Information provided to the data subject under Art. 13 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; hereinafter the “GDPR”). The personal data **controller** under the GDPR is the JEWISH MUSEUM IN PRAGUE, Id. No.: 60459263, Mailing address: U Staré školy 141/1, 110 00 Praha 1.

**Contact details of the data protection officer** – [poverenec@frankboldadvisory.cz](mailto:poverenec@frankboldadvisory.cz).

**Purpose** of personal data processing: inspection of archived documents by the researcher under Act No. 499/2004 Coll.

**Legal basis** for processing: Art. 6 (1)(c) GDPR – processing necessary for the performance of a legal obligation: Act No. 499/2004 Coll., Section 34 (1), (3), (4), (5) and (6), Section 35, Section 37 (2) to (13), Section 38 (1)(c), (d), (e), (2) and (5), Section 38a; Decree No. 645/2004 Coll., Annex 3

**Period of storage of the personal data:** The shredding periods apply as set out in the Shredding Plan of the Jewish Museum in Prague issued on December 1, 2021.

**Rights of data subjects:** Each data subject has, under Art. 15 GDPR, the right to access personal data related to him/her; under Art. 16 GDPR, the right to request that the controller rectify inaccurate personal data related to him/her, and under Art. 17 GDPR, the right to erasure of personal data concerning him/her. The right to erasure cannot be exercised if the personal data are being processed for archiving purposes in a public interest; consequently, erasure of personal data under Art. 17 (3)(d) GDPR is not carried out in archive files stored in the Archives of the Jewish Museum in Prague. The data subject has the right to claim that the controller restrict processing of the data subject’s personal data in the cases listed in Art. 18 GDPR. The data subject has the right to request that the controller inform him/her of the recipients of personal data under Art. 19 GDPR. The controller does not process personal data by automated means; the right to data portability under Art. 20 GDPR will therefore not apply. **Under Art. 21 GDPR, the data subject has the right to object at any time to the processing of personal data concerning him/her if the processing is necessary for the performance of a task carried out in the public interest or in the exercise of public authority pursuant to Art. 6 (1)(e) GDPR.** If processing of

personal data of a data subject is based on consent granted by the data subject to the processing of his/her personal data, the data subject has the right to revoke the consent at any time. Such revocation in no way prejudices the lawfulness of processing based on the consent granted before its revocation. **The data subject has the right to file a complaint with the supervisory authority**, i.e. the Office for Personal Data Protection. Mailing address: Office for Personal Data Protection, Pplk. Sochora 27, 170 00 Prague 7, E-mail address: [posta@uouu.cz](mailto:posta@uouu.cz), Data box ID: qkbaa2n. Personal data processing by the controller does not include any automated decision-making or profiling.

**Recipients**, or categories of recipients: the researcher’s personal data under Section 37 (3) and Section 35 (a), (b) and (c) of Act No. 499/2004 Coll. (*within the scope of the name, surname, date and place of birth, citizenship, address of the place of residence in the territory of the Czech Republic, or residence address abroad, addresses to which written documents are to be delivered under a special legal regulation*) will be disclosed in connection with obtaining consent to inspection of archived documents comprising personal data of living persons from data subjects whose personal data will thus be inspected (under Section 37 (2) and (3) of Act No. 499/2004 Coll.); organisational components of the State, armed forces, security corps, intelligence services of the Czech Republic, territorial self-governing units, as well as persons who are authorised to inspect documents under special legal regulations may inspect archived documents originating from the State or a territorial self-governing unit under Section 38 (5) of Act No. 499/2004 Coll. • The controller does not, and does not intend to, transfer personal data to a third country or to an international organisation • The provision of personal data by the researcher is a statutory requirement; if the data are not provided, the researcher will not be allowed to inspect the archived documents. This Annex 1 forms an integral part of the Research Form.

**Researcher’s declaration:**

I confirm by attaching my signature below that I have acquainted myself with the contents of the present information and acknowledge it.

In	Prague	on	
			The researcher’s signature