

DAM-ROB Sp. z o.o. Spółka komandytowa [Limited partnership] address: 29 Stycznia 9 14-230 Zalewo	Document Name	Identification	Valid from	W1
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INFORMATION OBLIGATION

DAM-ROB Spółka z o.o. Spółka komandytowa [Limited partnership]

I. GDPR INFORMATION CLAUSE

In connection with the entry into force on 25 May 2018 of Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of individuals 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 referred to as the GDR, please read the following information in order to comply with the information obligations imposed by the Regulation.

Please be advised that in connection with the establishing and implementing business relations in which personal data will be processed, we will enter into possession of personal data concerning:

- 1) You,
- 2) Your employees,
- 3) Your customers,
- 4) Other natural persons with whom you cooperate in various forms of cooperation.

The data we will process includes:

- 1) full name,
- 2) e-mail address,
- 3) work position,
- 4) employer address,
- 5) business phone number,

The scope of the above data can be reduced, by means of:

- an authorisation for processing,
- a contract entrusting the processing,
- objections limiting the processing expressed in writing.

Information on the reduction in the categories of data should be submitted in such a way as to enable the Personal Data Administrator to meet your request.

At the same time, we would like to guarantee you the implementation of cooperation with respect to privacy and security of personal data obtained, which take the form of electronic records or paper documents.

We would like to inform you that we have obtained compliance with the requirements of the GDPR, therefore we supervise the processes and organizational solutions that will ensure that you benefit from the full rights guaranteed by the GDPR.

We would like to inform you that our Data Protection Supervisor is Mr. Dariusz Klimowski, phone no.: 552394874, e-mail: IOD@fioi.org.

II. PERSONAL DATA CONTROLLER

The Controller of personal data processed in connection with establishing business relations is DAM-ROB Spółka z o.o. Spółka komandytowa [Limited partnership] with its registered office at 14-230 Zalewo, street name: 29 Stycznia 9, hereinafter referred to as the DC.

III. DATA PROCESSING.

Personal data processed by us in connection with carrying out services provided under generally applicable legal regulations are obtained with respect of:

- obtaining the consent of the natural persons concerned or the consent of the DC to entrust or make personal data available,

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- ensure the legal compliance of processing,
- the purposes and the operations of processing.

If you provide us with your personal data, we guarantee that we will not use your data in any way for profiling or for any other purpose that is incompatible with the above processing purposes, shall be used for legitimate purposes only.

Your data will be stored for 5 years, after which it will be archived for 2 more years, and then permanently deleted unless the agreement, the substantive reasons (e.g. limitation periods) or the law specifies other periods of processing.

IV. LEGAL BASIS FOR PROCESSING

Your data are processed in accordance with the GDPR and with common and special legal regulations in force in the Republic of Poland and are not transferred outside the European Union.

V. YOUR RIGHTS WITH REGARDS TO THE SUBMITTED PERSONAL DATA

In view of the above, we would like to inform you that you are entitled to the following rights in relation to personal data processed by us:

- access to personal data,
- rectify your personal data,
- delete your personal data,
- limit the scope of personal data processing,
- object to the processing of your personal data,
- transfer your personal data,
- lodge a complaint with the Data Protection Office.

At the same time, we would like to inform you that in each of the above mentioned cases, the rule of law may be limited in accordance with the legal acts of the Republic of Poland, the European Union or any other Member State of the European Union - in accordance with the data processing operations.

VI. EXERCISING THE RIGHTS OF DATA SUBJECTS

The rights of the natural persons referred to above may be exercised by means of the contact form on the website of the DC - DAM-ROB Sp. z o.o. Spółka komandytowa [Limited partnership] and via e-mail to the following address: marketing@dam-rob.com.pl

The rights of data subjects may be exercised by other means, subject to the condition that the accountability of the action taken is demonstrated (evidence shall be provided that the data subject's legal action has been carried out).

VII. DATA RECIPIENTS

The recipients of your data can only include DC employees and collaborators, Organizations authorized to obtain data on the basis of the binding legal regulations, which ensure an acceptable level of risk in processing and meet the standards specified in Articles 28 and 32 of the GDPR.

The DC guarantees ensuring adequate physical, technical and organisational measures to protect personal data against accidental or intentional destruction, loss, alteration, theft, unauthorized disclosure, unauthorized use or access, in accordance with the applicable regulations.

The DC has implemented and respects procedures for dealing with personal data breach incidents, including the need to notify the Personal Data Protection Office of such breaches within 72 hours of receiving such message.

DC - President of the Management Board Włodzimierz Zdunek

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