

ZAKŁAD KÓŁ ZĘBATYCH S.C.

Cz. A. Borkowski, A. M. Olszacki

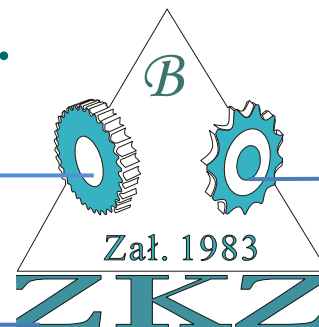
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PN-EN ISO 9001:2009/14001:2005/AQAP 2110

NIP: 8942849478 REGON: 020197145

PERSONAL DATA

Zakład Kół Zębatych Civil Partnership Cz. A. Borkowski, A. M. Olszacki 29 Małopanewska Street, 54-212 Wrocław hereby provides the information required under Article 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 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):

1. **Data Administrator:** Zakład Kół Zębatych Civil Partnership Cz. A. Borkowski, A. M. Olszacki 29 Małopanewska Street, 54- 212 Wrocław, contact address: 19 Moniuszki Street, 56-400 Oleśnica, phone: +48713567990 / +48 713981214

2. Purposes of personal data processing:

- a) for customers: conclusion and performance of an agreement concluded with Zakład Kół Zębatych Civil Partnership Cz. A. Borkowski, A. M. Olszacki and protection and execution of legally justified interests of Zakład Kół Zębatych Civil Partnership Cz. A. Borkowski, A. M. Olszacki and their clients (legal basis for data processing: Civil Code, Civil Procedure Code);
- b) for employees and partners: employment and employment contract/contract of mandate and its execution, insurance contract and protection and execution of legally justified interests of Zakład Kół Zębatych Civil Partnership Cz. A. Borkowski, A. M. Olszacki and employees and partners (legal basis for processing: Labour Code and Civil Code and Code of Civil Procedure);
- c) for applicants considered for a job: recruitment for employment/cooperation (legal basis for processing: Labour Code and Civil Code and Code of Civil Procedure);
- d) additionally, the data is processed for tax and accounting purposes.

- 3. To the extent to which the processing is necessary for the purposes resulting from the legally justified interests pursued by the Data Administrator, concerning the performance of the contract, the assertion of legal claims by the Data Administrator and legal claims by customers, employees and partners.
- 4. Recipients of personal data: Courts, Social Insurance Institution (ZUS), insurance companies, Tax Offices and other State authorities to the extent provided for by law, entities providing services in the IT field, entities providing legal, accounting and human resources services for the Data Administrator.
- 5. Data Administrator has no intention to transfer the data to a different country or international organisations.
- 6. Personal data is stored for the duration of the concluded contract, and after its termination for the periods provided for by law, in particular the limitation periods provided for by the Labour and Civil Codes, as well as by the regulations on accounting, taxes and document archiving, the data of job candidates are stored until the end of the recruitment process.
- 7. Each interested party has the right to access, rectify, erase or restrict the processing of personal data concerning them, or the right to object to its processing, as well as the right to request data transfer within the scope of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing of Directive 95/46/EC (General Data Protection Regulation).
- 8. A person who gave their consent to the processing of the data has the right to withdraw consent at any time without affecting the lawfulness of the processing which was carried out on the basis of consent before its withdrawal.
- 9. Everyone whose data are concerned has the right to lodge a complaint with a supervisory authority.
- 10. Providing personal data for the aforementioned purposes (point 2 above) is a statutory requirement and a condition for concluding the aforementioned contracts and joining the recruitment process, and the data subject is obliged to provide them; failure to provide data makes it impossible to conclude the aforementioned contracts and join the recruitment process.
- 11. Data Administrator does not profile individuals.
- 12. In the event that the Data Administrator plans to further process personal data for a purpose other than that for which the personal data was collected, Data Administrator shall, before such further processing, inform the data subject about this other purpose and provide them with any other relevant information.