

Principles of data protection

Dear Sir/Madam,

On 25 May 2018, the Regulation of the European Parliament and the Council (EU) 2016/679 dated 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 (GDPR) entered into force.

The information below presents the ways in which the data you provide us with gathered by PUH "CHEMIROL" Sp. z o.o. are processed in compliance with relevant law and executive legislation.

We are committed to the protection and respect of your privacy.

We encourage you to learn about the principles of personal data processing.

Principles of personal data processing conducted by PUH "CHEMIROL" Sp. z o.o.

Information clause

Below we present the general principles by which we process personal data. The specific purpose and legal basis for this processing are always presented in a separate information clause which is directed at individuals affected. If you feel that any of these entries is unclear or raises your concern, please don't hesitate to contact us at iod@chemirol.com.pl

In compliance with Art. 13 para. 1-2 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), we inform you that:

Personal data controller

Administratorem danych osobowych (dalej: Administrator) jest **PUH „CHEMIROL” Sp. z o.o. z siedzibą w Mogilnie, ul. Przemysłowa 3, 88-300 Mogilno.**

Contact details

You can contact PUH "CHEMIROL" Sp. z o.o. on matters regarding the protection of your personal data by e-mail at iod@chemirol.com.pl or by post at the company address listed above.

Purpose of data processing and legal basis

Purpose of data processing and legal basis

1. We process data in various business capacities.
2. Below we present information on the purposes of the processing of data and its legal basis.
3. The specific purpose of processing is given in a separate information clause aimed at those affected.

Your personal data may be processed for the purposes of:

1. for contracting and executing agreements on and provision of services per the terms of the agreement
2. for the Controller's marketing purposes, including analytics, on the basis of consent provided, and in some cases (e.g., for contact in order to obtain consent)
3. for marketing purposes, including those of third parties, including partners of the Controller
4. if necessary for the purpose of establishing and executing claims or defending from such claims associated with the agreement you have contracted with us or the services we have provided
5. for archiving purposes (evidential) based on the legal necessity of demonstrating factual circumstances
6. for study of customer satisfaction

Legal basis of processing:

the necessity of data processing for the contracting and execution of an agreement

the legitimate business interest of the Controller (e.g., for the better selection services matching the needs of our clients, general optimisation of our products, optimisation of service processes, building a knowledge base on our clients, financial analysis of company performance, etc)

consent, in the case of lack of consent personal data are not processed for these purposes

the necessity of data processing for the conduct of the legitimate business interests of the Controller; these legitimate interests include executing claims or defending from such claims

the necessity of data processing for the execution of the Controller's legitimate business interests; these legitimate interests include demonstrating factual circumstances

the necessity of data processing for the execution of the Controller's legitimate

Your personal data may be processed for the purposes of:

Legal basis of processing:

	business interests; these legitimate interests include the improvement of services provided
7. for offering you products and services directly (direct marketing), including selecting these products and services profiled to your needs	the necessity of data processing for the execution of the Controller's legitimate business interests; these legitimate interests include direct marketing of the Controller's products and services

Data storage period

1. Regardless of the basis for processing in compliance with which we process your personal data, we will store such data until the passing of the expiration period for claims based on agreements or services provided or until or legal obligation to store such data expires, in particular regarding the storage of accounting documents related to agreements.
2. Whenever we process personal data based on our legitimate business interests, such data shall not be processed if you withdraw your consent to such processing.
3. Please remember that if we process your data based on your consent, you may at any time withdraw that consent, and we will process only such data as has been supplied up until that time.

Recipients of data

1. Your personal data may be provided to our business partners, that is to companies we cooperate with (by presenting, describing, or combining their products or services with ours) for the purposes mentioned previously (for marketing purposes if you have given your consent for particular marketing purposes for which access to your data is necessary).
2. Moreover, your data may be provided to our subcontractors (processing agents) such as accounting firms, legal firms, IT service providers, marketing agencies, entities which process data for debt collection purposes, forwarders and shipping agents, with the understanding that such entities process data based on a contractual relationship with the Controller and strictly in compliance with instructions issued by the Controller.

Transfer of data beyond the European Economic Area

We do not transfer your data to third party states or to international organisations.

Rights of data subjects

1. You have the right to access to your data, and the right to demand their clarification, removal, or limitation of processing. If the legal basis for the processing of your data is the legitimate business interest of the Controller, you may lodge a complaint regarding the processing of your personal data. In particular, you are entitled to lodge a complaint regarding the processing of your data for purposes of direct marketing, including for analytical purposes.
2. If the basis for the processing of your personal data is consent, you have the right to withdraw that consent. Withdrawal of consent does not impact the legality of processing of data which took place based on this consent before its withdrawal.
3. If the processing of your personal data is for the purposes of contracting or executing an agreement or for providing services or is based on your consent, you have the right to transfer your personal data. In such a situation, you will receive your personal data in a structured, commonly used format which can be machine read. You may provide such data to another data controller.
4. You are also entitled to lodge a complaint to the supervisory body dealing with protection of personal data if you feel that the processing of your personal data violates the provisions of the GDPR dated 27 April 2016.

Chemirool Data Protection Officer