

## **Information clause regarding personal data**

Based on Article. 13 para. 1 and par. 2 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 (hereinafter: GDPR), we would like to inform about the processing of your personal data and on your rights related to it.

The following rules apply from May 25, 2018.

### **1. The administrator of personal data:**

The administrator of your personal data is Backer OBR Sp. z o.o. (hereinafter referred to as Backer OBR) based in Pyrzyce, ul. Głowackiego 39, postal code 74-200, KRS 0000153595, e-mail: info@backerobr.pl, tel. +48 91 48-19-900. The Backer OBR Data Protection Officer can be contacted by mailing or e-mail address: backerobr\_sygnalisci@malujda.pl, preferably with the note: "Data Protection Officer".

### **2. Objectives and grounds for processing:**

Your personal data will be processed on the basis of applicable law - in particular art. 6 par. 1 letter a-f GDPR, concluded agreements and on the basis of granted consent for the purposes of:

- a. conclusion and implementation of the contract for the use of our services,
- b. marketing and promotion of Backer OBR services,
- c. to recover any receivables,
- d. possible legal disputes, including determination, investigation or defense against claims,
- e. archival (evidence) to secure information in the event of a legal need to prove facts,
- f. fulfill legal obligations, e.g. the obligation to issue an invoice or other document required by law.

In other cases, your personal data is processed only on the basis of prior consent in the scope and purpose specified in the consent.

### **3. Data categories that we process:**

In order to provide services for you, we process the following data:

- a. data necessary for the conclusion, implementation and termination of contracts concluded with Backer OBR - including name, surname, PESEL number, contact details, data about the real estate to which the contract applies,
- b. image recordings - data recorded at the head office of Backer OBR related to safety of employees and security of property.

### **4. Recipients of data:**

Personal data may be transferred to entities to which the transfer of data is necessary for the performance of the contract. The recipient of your personal data will also be state authorities in the scope of performed tasks. In the course of carrying out activities before the customs authorities, data may be transmitted to customs agencies with which Backer OBR cooperates.

### **5. Transfer of data to a third country / international organization:**

Your personal data may be transferred outside the European Economic Area (Member States of the European Union and Norway, Iceland and Liechtenstein) if it will comply with data protection legislation and the means of transfer will provide adequate data protection, for example:

- a. through a data transfer agreement containing up-to-date standard contractual clauses adopted by the European Commission on the transfer of personal data from data controllers in the EEA to controllers and processors in jurisdictions without adequate data protection legislation,
- b. by entering into the agreement between the EU and the US for the transfer of personal data from entities in the EU to entities in the US, or any equivalent agreement for other jurisdictions,
- c. by transferring data to a country where the European Commission has made a determination of the adequacy of the level of data protection in such country through its legislation,
- d. if it is necessary for the conclusion or performance of a contract between the Backer OBR and a third party and the transfer of the data is in your interest for the purposes of the contract (where the data must be transferred outside the EEA in order to comply with contractual obligations),
- e. where you have consented to the transfer of the data.

**6. The period of storage of personal data (the period during which personal data will be stored, and if it is not possible, the criteria for determining this period):**

Your personal data will be processed for the period necessary to implement the purposes of processing indicated in point 2, i.e. .:

- a. within the scope of the contract you have concluded, until the end of its implementation, and after that for a period to the extent required by law or to secure any claims, and in the case of your consent to the processing of data after expiry of the contract for archival purposes, until such consent is withdrawn,
- b. in the scope of debt recovery - for a period of 5 years from the end of the contract,
- c. within the scope of court disputes for a period of 10 years from the date of issuing a final judgment terminating the proceedings.

**7. Personal data rights:**

You have the right to access your data and the right to rectify, delete, limit processing, the right to transfer data, the right to object to the processing of your personal data, the right to withdraw your consent at any time without affecting the legality of processing (if the processing takes place on the basis of consent), which was made on the basis of consent before its withdrawal. You have the right to lodge a complaint with the supervisory authority competent in the matter of personal data protection, if you consider that the processing of your personal data violates the provisions of the GDPR.

**8. Information about the requirement / voluntary data provision:**

Providing your data is voluntary, but the failure to provide the necessary data for the implementation of the contract - will prevent its conclusion and implementation.

**9. Automated processing and profiling**

Your data will not be processed in an automated way, including in the form of profiling.