



ECOPOL Limited Liability Company Limited Partnership
Dębostrów 50, 72-015 POLICE tel. 91 3178-301, 3178-140,
Fax 91 3178-140, www.ecopol.pl email: biuro@ecopol.pl
KRS no.: 0000161855 Year of establishment 1989 ISO 9001:2015

CONTROLLER'S INFORMATION CLAUSE

(for customers, contractors and business partners of ECOPOL Limited Liability Company Limited Partnership)

Acting pursuant to Article 13 (1) and (2) of the 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 hereby inform that:

- 1) We are the controller of your personal data as our customers, contractors, business partners. Below you will find full details of the controller:

ECOPOL Limited Liability Company Limited Partnership

with its registered office in Dębostrów, 72-015 Police, entered into the Register of Entrepreneurs of the National Court Register kept by the District Court Szczecin - Centrum in Szczecin, XIII Commercial Division of the National Court Register under the number 0000536578, holding the Tax ID: 852-050-66-84, holding REGON: 8209722, represented by the General Partner, i.e. ECOPOL Limited Liability Company

hereinafter also referred to as the "**Controller**".

- 2) The Controller did not appoint a Data Protection Officer. In matters concerning the protection of personal data and in order to exercise your rights, please contact the Controller directly, including in particular at the e-mail address: biuro@ecopol.pl.
- 3) Your personal data will be processed for the following purposes:
 - a) concluding and executing the contract to which you are a party - for the duration of the contract and settlements after its completion (legal basis: Article 6(1)(b) of the GDPR);
 - b) preparing the offer and taking actions before concluding the contract (legal basis: Article 6(1)(b) of the GDPR);
 - c) fulfilling our legal obligations in relation to the concluded contracts, e.g. issuing and storing invoices and accounting documents, drawing up relevant documentation in relation to the concluded contracts (legal basis: Article 6(1)(c) of the GDPR);
 - d) possible pursuit of claims or defence against claims - as a realization of our legitimate interest (legal basis: Article 6(1)(f) of the GDPR);
 - e) research on the level of satisfaction of customers, contractors and business partners with products offered and services provided by us, development planning, compilation, analysis and statistics for the Controller's internal needs - as the realization of our legitimate interest (legal basis: Article 6(1)(f) of the GDPR);

We will use the data necessary to fulfil our legal obligations:

- a) for the duration of all contractual obligations, including the statutory issue of invoices or other documents;
- b) for the period during which we are required by law to retain data, e.g. tax regulations;
- c) to detect and prevent abuse, for the duration of the contract and thereafter for the period after which claims under the contract between us are time-barred, and in the case of our pursuit of claims or notification to the competent authorities, for the duration of such proceedings;
- d) establishing, defending and pursuing claims - for the period after which the claims arising from the contract are time-barred.



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- 4) Your personal data may be shared with the following recipients:
- a) data processors on our behalf who are involved in the performance of our activities:
 - who support our information systems or provide us with information tools,
 - subcontractors who assist us in providing services to our customers on the basis of contracts we have entered into;
 - entities providing us with advisory, accounting, consulting, audit and legal assistance services,
 - b) other data controllers processing your data on their own behalf, including in particular: entities conducting postal or courier activity, entities conducting payment activity (banks, payment institutions).
- 5) If you pay through a bank or payment institution, for example, we will be able to tell you from which account you have paid into which institution. We will process this data for the purpose of checking whether you have paid correctly and, if necessary, for the purpose of making refunds (ground: performance of the contract), for the purpose of establishing, enforcing and defending claims.
- 6) You have the right, in accordance with the applicable regulations and within the limits of the law, to:
- have access to the content of your data and receive a copy of it;
 - rectify (correct) the data,
 - erase data, including the right to be forgotten,
 - limit the processing of data,
 - transfer data,
 - object to the processing of data,
 - withdraw consent to the processing of data at any time without affecting the lawfulness of the processing carried out on the basis of consent given prior to its withdrawal, with the proviso, however, that in the case of processing of data on the basis of a legal provision, the Controller shall be entitled to continue the processing pursuant to the principles laid down in the provision.
- You may exercise the above rights by submitting a request directly to the Controller's office indicated in point 1) above or to the Controller's contact details.
- The scope of each of these rights and the situations in which they may be exercised are determined by law. Which rights you may use will depend, for example, on the legal basis for the use of the data by the Controller and the purpose for which the data are processed.
- 7) You also have the right to lodge a complaint with the President of the Office for Personal Data Protection if you consider that the processing of your personal data concerning you violates the applicable regulations.
- 8) providing your personal data is voluntary, but necessary for the conclusion and proper performance of the agreement or preparation of an offer. The obligation to provide certain data may also result from the applicable provisions of law.

Dębostrów, 17 May 2018.