

Dear Sirs,

In view of the implementation of the provisions of the European Regulation on Personal Data Protection (referred to as the PDP Regulation) on 25 May 2018 which aims to harmonise the principles of personal data protection processing throughout the European Union, we present the following information concerning the processing of your personal data (hereinafter referred to as "Data") as well as your rights relating to data protection.

1. Your Personal Data Controller:

The controller is the enterprise Przedsiębiorstwo Wielobranżowe GREGOR Grzegorz Czapiewski (hereinafter referred as the Enterprise), 47 Cegielnia Str. 83-40 Kościerzyna, NIP 591-148-63-98, that can be contacted in:

- in writing by sending correspondence at the following address: ul. Cegielnia 47, 83-400 Kościerzyna
- by phone at: +48 58 686 6704
- by email: transport@pwgregor.pl

2. Legal basis:

The legal basis for the processing of your data is Article 6 (1) (b) of the Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 concerning the protection of individuals in relation to personal data processing and concerning the free movement of such data and the repeal of Council Directive 95/46/EC (general regulation on data protection) (EU OJ L of 2016 No. 119, page 1) – hereinafter referred to as the PDP Regulation, (i.e. processing is indispensable for implementing a contract to which you are a party or for taking actions at your request before signing a contract), Article 6 (1) (c) of the PDP Regulation (i.e. processing is indispensable for fulfilling a legal obligation under which is the Enterprise such as e.g. the archive obligation) and Article 9 (2) (f) of the PDP Regulation (i.e. processing is indispensable for establishing, investigation or defending of claims).

3. Purpose of data processing:

Your personal data will be processed for a few different purposes, i.e. for the appropriate implementation of the contract, for tax purposes, and the data can be also processed for pursuing claims under civil law, if these occur.

4. Type of data:

Company name, NIP, name and surname of the contractor and its employees, numbers of identity documents, numbers of driving licences, PESEL personal numbers, all contact details (i.e. place of residence, phone number, email address, website address).

5. Recipients of the personal data:

The recipients of your personal data will be these entities to which we are obliged to pass the data under the current law, including Tax Office, employees of the Enterprise, entities co-operating on the basis of agreements, orders to the extent necessary to achieve the above-mentioned objectives, entities supporting the services of the Enterprise and entities providing ongoing counselling services to the Enterprise.

6. Duration of data processing:

Your data will be processed for all the time in which the contract is going to be implemented and later, i.e. until such time limit of any possible claims expires resulting from the contract and due to the 5-year archive obligation.

7. With regard to the processing of your personal data you have the right to:

- request access to the data from the Data Controller,
- request the correction of the data from the Data Controller,
- request deletion of the data from the Data Controller,
- request limitation of data processing from the Data Controller,
- appeal against the processing of the data,
- transfer data,
- lodge a complaint with a supervisory authority which is the President of the Personal Data Protection Office in the Republic of Poland, if you believe that the processing of your data infringes the provisions of the PDP Regulation.

8. Your personal data will be secured with proper means ensuring an adequate level of security corresponding to the risk of processing this data.

9. You provide your personal data on a voluntary basis but it is required for concluding and implementing a contract with the Enterprise.

10. In the event that you do not give us your consent to process your personal data, you are requested to contact us immediately.

Best regards,

Grzegorz Czapiewski