

ZPU JOŃCA DATA PROTECTION POLICY

1. Who is responsible for my personal data?

ZPU JOŃCA Sp. z o.o., POLAND, 66-300 Międzyrzecz, ul. Przemysłowa 2, NIP: 5961659292 is responsible for the processing of the personal data of its customers and / or potential clients that fill out their data and the submission of the Company's Marketing Communications Consent Form.

The processing of the personal data of the ZPU JOŃCA Sp. z o.o. Customers is company responsibility and consists of the operation or the set of operations carried out on those personal data, by automated or non-automated means.

2. How do we collect your data?

Your personal data will be collected and processed in the following situations:

- If you complete your personal data and submit the Consent Form through e-mail, and / or
- If you purchase an ZPU JOŃCA Sp. z o.o. products,

3. For what purposes and on what grounds can your personal data be used

Your personal data will be collected and used for Customer Service and Marketing purposes (communication of information and ZPU JOŃCA Sp. z o.o. products), in strict terms that you select in the Consent Form.

According to the data protection legislation in force in the European Union (the General Data Protection Regulation), the use of personal data must be justified under at least one legal basis for the processing of personal data. You can consult the explanation of the scope of each of these grounds. *

The legal basis applicable to the collection and use of your personal data for customer service and marketing purposes is your consent.

* Legal basis for the processing of personal data

When you have given consent to the processing of your personal data (for you will be presented with a consent form for the use of your data, which consent may subsequently be withdrawn);
Where the treatment is necessary to conclude a contract with or carry it out;
When treatment is necessary to achieve a legitimate interest and our reasons for its use prevail over your data protection rights;
When treatment is necessary so that we can testify, exercise or defend a right in legal proceedings against you, us or a third party.

4. What personal or business data can be collected

- company name;
- name of the contact in the company;
- position held by the contact in the company;
- date of birth of the company contact;
- company address;
- company tax number;
- company location data;
- numbers of the company's fixed and mobile telephones;
- email address (email) of company or business contact

5. How do we keep your personal information safe

We use a variety of security measures to help protect and maintain the security, integrity, and availability of your personal information.

Although data transmission via the internet or website can not guarantee complete security against intrusions, we and our service providers and business partners make every effort to implement and maintain physical, electronic, and procedural safeguards to protect your personal data in accordance with the applicable data protection requirements. Among others, we have implemented the following:

Restricted personal access to your personal data based on the criterion of "need to know" and only within the scope of the purposes communicated;
Protection of information technology systems through firewalls, with a view to preventing unauthorized access to your personal data; and
Continuous monitoring of access to information technology systems in order to prevent, detect and prevent the misuse of your personal data.

6. With whom we can share your personal information and how we keep you safe

ZPU JOŃCA Sp. z o.o. may transfer Personal Data to the following third parties for the purposes indicated in this document: in particular, it may transfer your Personal Data to entities such as: companies providing postal and courier services, transport companies, etc. These entities will be obliged under the agreements concluded with **ZPU JOŃCA Sp. z o.o.** agreements to apply appropriate security, technical and organizational measures to protect Personal Data and process them only in accordance with the instructions provided by **ZPU JOŃCA Sp. z o.o.**

supervisory authorities, authorities and other third parties; if it is necessary to achieve the goals set out above and fulfill the obligations imposed by law, Personal data may be transferred to supervisory authorities, courts and other authorities (eg tax authorities and law enforcement authorities), independent external advisors (eg auditors) or entities providing benefits.

Your personal data is stored on the protected servers of our suppliers / service providers, being accessed and used exclusively under our policies and standards (or equivalent policies and standards of our suppliers / service providers).

7. How you can change or withdraw your consent

You may at any time change or withdraw your consent, with effect for the future.

Upon complete withdrawal of your consent statements you will no longer be contacted and receive communications for the purposes described in this Privacy Policy.

To withdraw your statements of consent submitted to ZPU JOŃCA Sp. z o.o. contact us by e-mail (export@zpu.pl).

8. Contact us, your data protection rights and the right to complain to your supervisory authority

If you have any questions regarding our use of your personal data you should contact the Data Protection Officer by email.

Subject to certain conditions, you may have the right to request us to:

- provide you with additional information on how we use your personal information;
- we provide you with a copy of the personal data you have provided us with;
- provide the personal data you have provided to another party responsible for your treatment at your request;
- We update any inaccuracies in the personal data that we retain;
- erase personal data whose use is no longer legitimate;
- limit the way we use your personal data until the complaint is investigated.

Their exercise of these rights is subject to certain exceptions intended to safeguard the public interest (prevention or detection of crimes) or our interest (maintaining professional secrecy).

If you exercise any of these rights, we will analyze them and we will respond, within one (1) month.

If you are dissatisfied with our use of your personal data or with our response after exercising any of these rights, you have the right to complain to your supervisory authority.