

Personal Data Processing in Oxytop Sp. z o.o.

Dear Sir or Madam,

On 25 May 2018 the Act of 10 May 2018 on the personal data protection came into force, Dz.U. 2018 item 1000. The Act governs the rules of your personal data protection in accordance with the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 (GDPR).

What does GDPR mean?

- Your personal data will be even better protected.
- There is greater influence on how the data is processed.

Who is the controller of your personal data?

Your personal data controller is Oxytop Sp. z o.o., Antoninek 2, 62-060 Stęszew, Poland; NIP: 779-00-17-718, REGON: 630055654, KRS: 0000179032.

How to contact us for the purpose of obtaining information on your personal data?

You may contact the administrator in writing via a traditional postal service to the address: Oxytop Sp. z o.o., Antoninek 2, 62-060 Stęszew, Poland or via e-mail at the address: biuro@oxytop.pl.

How do we take care of the security of your personal data?

We spare no effort to provide all means of physical, technical and organizational protection of the personal data against its accidental or intentional destruction, accidental loss, amendment, unauthorized disclosure, use or access, in accordance with all binding rules of law.

We have designated a Data Protection Inspector whom you may contact via e-mail at the address: iod@oxytop.pl.

What rights do you have in relation to data which pertains to you and which we are processing?

You have a right to:

- demand that the controller gives you access to your personal data, and receive its copy,
- demand that the controller rectifies (corrects) your personal data,
- demand that the controller removes your personal data in a situation when the processing is not made for the purpose of fulfilling the obligation resulting from the rule of law,
- demand that the controller limits the processing of your personal data,
- lodge a protest against the processing of your personal data,
- transfer your personal data,
- lodge a complaint to the President of the Personal Data Protection Office (contact details on the office website at the address www.uodo.gov.pl) in the event when you find that the processing of your personal data infringes the rules of GDPR.

What are the legal grounds of your personal data?

Your personal data is processed because at least one of the listed below conditions of art. 6 (1) of GDPR has been met:

- you have expressed your consent for processing your personal data for one or more specified purposes;
- the processing is necessary for the implementation of the agreement to which you are a party or to take actions at your request prior to concluding an agreement;
- the processing is necessary to fulfil the legal obligation imposed on the controller;
- the processing is necessary for the protection of your essential interests or another natural person;

- the processing is necessary for the fulfilment of task carried out in the public interest or within exercising of a public authority entrusted to the controller;
- the processing is necessary for purposes resulting from lawfully justified interests realized by the controller or a third party.

What is the purpose of processing your personal data?

Your personal data is processed for the purpose of:

- marketing of products and/or services,
- implementation of production,
- offering and implementing the sale of products and/or services,
- post-sale service, including claims.

Who may be the recipient of your personal data?

Your personal data is provided only to the entities which need it, so that we may guarantee a high quality of the product and/or service. The data is processed on the basis of an agreement with the controller and exclusively by order of the controller. We do not provide your data to any external entities for their own use – only for the performance of our products and/or services. All partners who are processing your personal data ensure the safety of data and fulfil all obligations in the scope of personal data protection.

What are the rules of transferring your data outside the EEA?

If there are grounds for doing so, your personal data may be transferred to recipients in the third countries, i.e. outside the European Economic Area (EEA) or to international organisations. Personal data may be transferred to a third country (outside the EEA) only in a situation when it guarantees at least the same data protection as is binding in Poland.

How long do we store your personal data?

We will not store your personal data longer than it is necessary for the completion of purposes for which the data has been gathered or longer than it is prescribed by law.

Sincerely yours
Oxytop Sp. z o.o.