

NOTE

With reference to the change of personal data protection laws and the entrance into force 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, **GDPR) on 25 May 2018, **please be informed that:****

1. The Data Controller of your personal data is iSMA CONTROLLI Poland S.A. with registered office in Warsaw (postcode 02-134), at 1 Sierpnia 6 Street (hereinafter referred to as the "Data Controller").
2. We process your personal data for the purposes of performing the contract that binds us, while the legal basis for their processing is Article 6(1)(b) of GDPR and Article 6(1)(c) of GDPR in relation to the performance of obligations arising from the Accounting Act of 29 September 1994.
3. The personal data we process include name, surname, telephone number, address of current residence, address of permanent residence, business, email addresses, tax identification number and business statistical identification number, personal identification card number, and business name.
4. Your personal data may be handed over to:
 - a) Providers of services for the Data Controller, especially IT, legal, or factoring services, who are required to comply with the personal data protection laws;
 - b) The Data Controller's employees in relation to the performance of their work duties;
 - c) Other entities or state authorities, provided that the personal data disclosure is required by law.
5. Your personal data may be transferred to the United States of America in relation to the IT services provided for the Data Controller based on the decision of the European Commission specifying the proper data protection level, as set forth in Article 45(1) of GDPR, and to other countries as required by the processing purpose.
6. Your personal data will be stored for the period of 5 years running from the beginning of the year following the accounting year in which the contract expired or was terminated, as set forth in the Accounting Act of 19 September 1994.
7. You have the right to obtain, based on a written request, a copy of the personal data transferred to third countries and information on what measures have been taken to secure the data.
8. You have the right to access your personal data, have them rectified, removed or have their processing restricted, and object to their processing or transferring.
9. If you have any doubts with regard to the processing of your personal data, you can always turn to the Data Controller for information. You have the right to lodge a complaint with a supervisory body – the President of the Office for Personal Data Protection.
10. Any requests, questions, and demands related to the processing of personal data can be sent by mail or email to the addresses of the Data Controller provided in Section 1.

Your data will not be processed as part of the automated decision-making process, including profiling.

iSMA CONTROLLI Poland S.A.

1 Sierpnia 6, 02-134 Warsaw, Poland

REGON 360592757, Tax ID PL5252607299, NCR 0000809012, Share capital: 100 000 PLN

www.ismacontrolli.com